

Forest Park Water Users Association  
Board Meeting  
Elkhorn Motel

**Date:** April 8, 2024

**In Attendance:** Tom Jandron, Andrea Pulido, Solomon Redfern, Matt Dorrington, Greg Lorensen, Danielle Redfield

**Not Present:** Brett Brownscombe, Andre Mace

**Called to order:** 7:08

January, and February Minutes reviewed, voted on and approved. Annual Meeting in March **Draft Minutes** approved to post on website and will be approved for final posting at next year's annual meeting.

**Report from QCO: Duncan**

- Report – see full report at the end of the minutes.
  - Well 1 new pump working well; pumped about the same amount as last month; pumped 3000 gallons per day less than same month last year.
  - List of things we need to do for our system in report at end of minutes.
  - 37 Pine Ridge Cir valve- Duncan will look at it next week.

**President's Report**

- Beaver Ln project: Upgrade the hydrant at the end of the road as outlined in the email from Triple Tree engineering. Additional cost approx. \$575
  - Discussed, Matt motioned, Solomon second, voted on and approved
- Bank Loan update: Rate will be 3% above the rate of the CD's securing the loan. Terms will be adjusted as the CD's mature. The bank will need to make a change in terms to always be reviewed based on the soonest CD maturity. They also need us to assign a designated representative to make changes for the changes in the term. Example; On this day, the Board authorizes Tom Jandron, President (or said designee) of the HOA, to be added to the bank account at Madison Valley Bank, account xxxxx. We authorize said designee to negotiate and sign terms for a Line of Credit on behalf of the HOA. Etc. The bank will also allow two designees as signatures for the loan. This designation recorded in the meeting minutes will be submitted to the bank as authorization.
  - 2 Designees of Forest Park Water Users Association to be added to bank account at Madison Valley Bank, authorized to make changes to change in terms of loans, CD when it matures, etc. – Solomon Redfern and Matt Dorrington were designated.
  - In addition, authorize the board president, currently Tom Jandron, to call and get information about the accounts.

Motion to assign all designees, voted on and approved

- Review terms of Board members. Appoint board officer positions for 2024.
  - Current positions up in 2025- Danelle Redfield, Andrea Pulido (Secretary), Solomon Redfern, Matt Dorrington (Vice President)
  - Positions renewed in 2024 and up in 2027 – Tom Jandron (President), Greg Lorensen (Treasurer), Brett Brownscombe

Motion by Tom, Second by Matt, voted, and approved

- Howard Gerkin bought sealant for the electrical bldg. and said he would complete the work once the area dries out.
- Hire a new water meter reader for the season – Duncan agreed to do it for us.
- Install outside water meters no later than: May 31, 2024

#### **Vice President's Report** (none at this time)

#### **Treasure/ Financial**

- Financial Committee/Report- Greg is working on the audit (with other board members to assist) and the taxes due May15, 2024
- Bills signed for Payment: EFT CenturyLink \$52.87; Quigley Creek Operators LLC \$2,735.00; Energy laboratories Inc \$66.00; Don Paul (reimbursement) \$19.78; Northwestern Energy \$1,014.16
- Treasures Report
  - P&L/Balance sheet report – no issues, we are in good standing financially, no questions by board members.
- Billing software fix – Greg will work on this with Andre

#### **Committee Reports:**

Water Committee (Greg and Solomon) - Nothing at this time

#### **Website**

- Brett expressed interest in taking on this responsibility. Tom will walk him through the website.

**Unfinished Business:**

- Automatic billing system - still looking into the best approach/system
- ARPA: Projected start date second week of May
- Review By-Laws: update Article XIII section 1; board members review and condense if necessary; post on website for comments in August; final draft ready by December meeting. Set date to mail ballots.

**New Business:**

- Explore acquiring an unused well from Blue Sky Heights as discussed at the annual meeting. Matt designated to head this project and see what is involved.

**Additional information:**

None at this time

**Meeting adjourned:** 8:02 pm

**Next meeting:** May 13,2024

# QUIGLEY CREEK OPERATORS

**System: Forest Park**

**Date: 4/7/2024**

## **Water usage:**

The total flow through the treatment building for the month of March was 503,894 gallons for an average daily flow of 16,254 gallons. This is very consistent with last month and looking at the same month last year it is 3,000 gallons per day less, which is a very good sign as we get closer to irrigation season.

## **Projects:**

I have continued to keep a close eye on the operation of the new pump for well 1 and so far have not noticed any issues in operation. I am hopeful that we continue to have no issues with sucking up sand causing the pump to stall but only time will tell on that issue.

I was able to meet with Tanner from Lewis and Clark Electric to help give him more information on what exactly we want done with the system. The list I showed him included:

- New outlets at electrical building
- New VFD's for well 1 and 2
- New wiring for well 1
- New radio system for entire system
- Transducer setup for tank level on mid and upper tank
- Better building for mid tank VFD (Tanners recommendation)
- Additional VFD for upper tank
- Better setup for monitoring upper loop (pressure, pump operation, pump run time etc.)

I asked him to hurry with an estimate but "Duncan this is a lot of stuff so I'm doing the best I can" but once the estimate is in I will get it to the board for review.

I will begin locating of Beaver Lane curb stops the second week of April to ensure that they are found for the upcoming line replacement

**Sampling:**

The monthly bacteria sample was completed without issue.