

ARISTOCRAT RANCHETTE WATER PROJECT, INC.  
MONTHLY BOARD MEETING  
March 20, 2019

The meeting was called to order 7:00 P.M.

**PRESENT:** President: Paul Echternacht, Vice President Anita Owens, Directors: Taw Tamlin, Wayne Morrow, JoDee Schultz-Hancock, Esta Langlais. Hurshell Malone was not present. Shareholder Trudy Wise was an unannounced attendee.

It was determined that there were enough board members present to have a quorum.

A motion was made by Anita Owens to approve the presented agenda. This motion was seconded by Wayne Morrow. This motion passed.

A motion was made by Anita Owens to accept the Reading and Disposal of any unapproved minutes. This motion was seconded by JoDee Shultz-Hancock. This motion passed.

A motion was made by Anita Owens to accept the financial report. This motion was seconded by Wayne Morrow. This motion passed. Administrator notified BoD members that the pay addendum from last months meeting would be emailed. Anita questioned the \$2000.00 Administrator Transition payment and a payment to Taylor & Sons, these were clarified. JoDee Shultz-Hancock inquired as to propane usage and source.

**OLD BUSINESS:**

Progress of the QuickBooks reconciliation was updated showing to February of 2019. Administrator reported that audit requirements were 95% completed. A motion was made by Anita Owens to accept the Old Business. This motion was seconded by Wayne Morrow. This motion passed.

**NEW BUSINESS:**

Element Engineering made their proposal to the BoD for our System Plan. They provided a breakdown of categories and cost estimates for the next 8-12 months. Emphasizing their work for hire status and how they will be implementing our mandate which is to better manage our water asset. Wayne Morrow discussed the reasons we chose the engineers and how their proposals will bring us current as an operating water utility. Items explained included: GIS, rate study, tap fees, water model, analysis of distribution and storage, pump

station SCADA, pressure flow, and best practices for expansion.  
Recommendations covered use of bookkeeping, legal and engineering support.

A motion was made by Anita Owens to accept the Element Engineering proposal. This motion was seconded by Wayne Morrow. This motion passed.

The Administrator presented the system report, as all is well. Administrator informed the BoD per his knee injury, work proposed on the workshop and emergency response trailer.

**ADJOURNMENT:**

With no further business a motion was made by Anita Owens to adjourn. This motion was seconded by Wayne Morrow. This motion passed.

**SUBMITTED:**

Brian Filkowski  
System Administrator



APPROVED

