



Meeting Minutes

April Board Meeting	
4/17/2024	Location - Office
Type of Meeting	Monthly Board Meeting
Facilitator	Keith Krueger, President
Note Taker	Kristy de Vera, Secretary
Attendees	Keith Krueger, President Leslie Magnuson, Vice President Laura Leuze, Treasurer Kristy de Vera, Secretary Mike Haney, Trustee Bruce Holen, Trustee Charlie Cox, Volunteer Deana Sweet, Office Manager Eric Hentila, Operations Manager Greg Jensen, Member Roger Clark-Johnson, Member Anne Smith, Member Absent Eric Starup, Trustee
Called to Order at 6:31 PM	
Presenter	Keith Krueger



Meeting Minutes

Discussion	Acknowledging that the March board meeting minutes were approved.
Operations Manager Report	
Presenter	Eric Hentila
Discussion	Please see the attached report.
Office Manager Report	
Presenter	Deana Sweet
Discussion	Please see the attached report.
There is a typo on the report that needs to be adjusted before it is finalized as part of the meeting minutes.	
Treasurer Report	
Presenter	Laura Leuze
Discussion	The board reviewed the Balance Sheet and P&L statement.



Meeting Minutes

The association's finances were reviewed by the board.

Lawsuit

Presenter

Keith Krueger

Discussion

Please see the attached report.

Litigation report was provided.

Secretary Report

Presenter

Kristy de Vera

Action Item: Kristy to follow up on website usage

Personnel Committee Report

Presenter

Leslie Magnuson

Files have been uploaded to Paycor. First payroll will be run through it May 15.

Finance Committee

Presenter

Leslie Magnuson

Discussion

No discussion



Meeting Minutes

Communications Committee Report	
Presenter	Keith Krueger
Discussion: Next possible flyer	
Add a “call before you dig” in the next flyer, recruitment, billing system, information about the water service plan, new meters, possible future rate adjustments	
Facilities Committee Report	
Presenter	Keith Krueger
Pending meeting in May with DCG.	
Other Items of Business	
Presenter	Keith Krueger
Discussion	No Attachments
Greg Jensen: Attended to discuss Pump #9. The lease expired in 2011. Writes annual letters as he wants the lease to transfer to himself and his wife. There is no valid lease at this time. The Department of Health looks at number of connections, not at usage regarding certifications with usage amount. Due to this restriction from the DOH, the water plan must be in effect before the lease can be renewed and additional certificates can be issued.	
Action Item: Keith to verify with Operations regarding the pending certificates (volume and priority)	
MEETING ADJOURNED 7:34PM	
Approved by the Board via email	

Certified to be a True Copy by: Keith Krueger, President Keith Krueger Date _____

& Kristy DeVera, Secretary _____

Seven Lakes Water Association
OPS MANAGERS REPORT:

For 17 April 2024

Meter Upgrade Project	This Month	Last Month
New Radio-Read Meters Installed	0	10
Total Radio-Read Meters Installed	1736	1736
Project Completion	79%	79%

*waiting for meter shipment

Other State/Federal Mandated Water Testing:

- Coliform- Monthly (April test results: 0 contaminants noted).
- Chlorine concentration- Daily (No negative reports).
- Asbestos testing- Every 9 years. Test results: (Non-Detects)
- Arsenic- Well 10. Test Results: (No negative reports)
- Nitrates- Annual. Wells 6, 7, 9, 10. Test Results: (No negative reports)

State DOH System Reporting:

- Distribution System Residuals– Monthly. Reports submitted for March.
- Currently working on Consumer Confidence Report (CCR)- Annual. Due July 1

Utility Locate Requests	This Month	Last Month
Emergency Locate Requests (Requires O/T)	2	1
Routine Locate Requests (Does NOT require O/T)	36	26

Lead Service Line Inventory (LSLI)

Deadline- October 2024. This project continues. We have inspected and documented approximately 1/3 of the system.

Distribution System Flushing	This Month	Last Month
Locations visited	35	2
Gallons of water flushed	125000	8000

Water Main Breaks/Repairs

2405 Freestad Rd- Sunday March 24, 9:22AM. Received a call from member stating increase of water coming out of hillside and running down their driveway. Break found in 6" AC water main 200' East of residence, repaired with stainless repair clamp.

17111 Freestad- Friday March 29, 7:30PM. Received call from member stating he drove a 4-foot piece of rebar into the ground to help support their mailbox and he noticed water coming up around rebar. Rebar pierced 6" AC main from the top through the bottom. Repaired with stainless repair clamp.



**Office Manager Report
April Monthly meeting**

1. Outstanding AR as of 04/15/2024 (current invoice balances not included)

Outstanding Accounts Receivables Aging					
Billing Cycle	31 – 60	61-90	91-120	120+	Phase Amount
Phase One	124	143	39	6	\$ 11,944.25
Phase Two	87	69	7	6	\$ 5,158.5
Phase Three	0	0	0	0	\$ 0

Note: These are cumulative figures. Members 120+ days late are also included in the 30-60, 60-90, and 90-120 days late categories.

2 members are on payment plans.

2. Miscellaneous items

- The 2022/2023 Audit is scheduled to be completed by the end of May.

Bodger v. Seven Lakes Water Assn., Inc et al.
POC Litigation Update
16 April, 2024



The following is an update, specifically designed to keep the SLWA Board of Trustees, and Co-Defendants (former SLWA Board of Trustee Members and former General Manager) apprised of progress as of this date. The Association is being represented by the law firm of Simmons-Sweeney-Freimund-Smith-Tardiff, PLLC (SSS Law Group) and the former employee, (Plaintiff) is being represented by Mr. Rodney R. Moody. Our assigned Counsel includes Mr. Bret Simmons, Ms. Kaylynn What, and Ms. Jessie English. SLWA maintains insurance that includes litigation defense that should cover most costs to the Association. The Association also has coverage that includes certain awards & damages that may arise. Our policy deductible that has been paid.

Litigation POC Accumulated Volunteer Hours: **45.50** Office Manager Accumulated Hours: **7.65**
Noteworthy actions/decisions (Since last report):

- 03/18/24 – Plaintiff attorney (Mr. Moody) filed a Motion to Reconsider (MTR) the Court’s decision, dismissing the NIED Claim. He argued why the claim should not be dismissed.
- 03/20/24 - Defendant attorney (Ms. What) filed the first set of Interrogatories & Requests for Production to Plaintiff’s Attorney, beginning the “Discovery” phase of the litigation. Both parties exercise their rights to review documents & info held by the opposing party. 41 Multi-part questions asked & 32 requests for docs were made. Replies within 30 days.
- SLWA should anticipate a similar request from Plaintiff’s attorney in upcoming weeks. Both parties are obligated to provide truthful responses to such inquiries.
- 03/27/24 – Defendant attorney submitted a Response to Plaintiff’s MTR. She argued why the claim was correctly dismissed by the Judge on 03/04/24.
- 03/28/24 – Plaintiff attorney submitted a Reply to Defendant’s Response to the MTR. Suggests that legal standard used when dismissing a claim was misapplied.
- 04/01/24 – Examining the submittals from both parties and without oral argument, the Court ruled on the MTR, denying the Plaintiff’s request to reconsider the NIED dismissal. This leaves the following Plaintiff claims remaining in litigation:
 - Outrage
 - Wrongful Termination in violation of public policy
 - Negligent Supervision
- 04/03/24 – Defendant attorney filed the “ANSWER” to the original complaint (which was initially filed on 09/23/23). Where there was agreement on the facts, she admitted to them. Where there was a disagreement, she denied them as “factual.”
- As in all such proceedings, as your POC, I receive the briefing on behalf of the SLWA with an understanding that I will then brief the Board. Individual Defendants are briefed directly by our attorneys.

Kind Regards,

Marc Lebeau – Volunteer
Litigation POC, SLWA Board of Trustee