

The Minutes of the regular monthly Board Meeting of the L.A. Water Cooperative held December 19, 2025, at the L.A Water Cooperative Office.

Board Members Present: Amber Morgan, Ted Leach, Linda Fountain, Dave McAdams, Mike Grivas, Terry Wymore, and Joe Kuran (*via phone*)

Board Members Absent: Joel Mulkey

Staff Present: Jason Bayne, Toni Hodgkins, and Austin Grothe

The meeting of the L.A. Water Cooperative was called to order at 6:01 PM by Amber Morgan

Regular Business

1. Secretary's report: The minutes of the October 2025 Board meeting were presented in writing.
 - a. **Motion to approve minutes with the corrections of the grammatical errors provided by Terry Wymore. Seconded by Amber Morgan, voted and passed.**
2. Treasurer's Manger report
Motion to approve by Linda Fountain. Seconded by Ted Leach, voted and passed.
3. Business Manger report
Motion to approve by Dave McAdams. Seconded by Linda Fountain, voted and passed.
 1. Toni Hodgkins to write up the billing error caused by meter on incorrect radio frequency, print all emails associated with this member, include letters from all attorneys, and put in a file for future reference.
 2. Past Due
 - A. Amber Morgan to provide a contact phone number for RVS account 52.
 - B. Toni Hodgkins to put a lien on the property associated with RVS account 639.
 - C. Board approved to waive the door hanger fee for RVS account 662 due to extenuating circumstances.
 - D. Toni Hodgkins and Jason Bayne to pull meter for property associated with RVS account 706 and file a lien.
 3. Amber Morgan volunteered to test Jetpay recurring automatic payment option.
4. Operations Manager report
Motion to approve by Ted Leach. Seconded by Dave McAdams, voted and passed.

Jason Bayne had filed a reimbursement claim with PGE regarding damages. The first event caused about \$10,000 and the second event caused about \$15,000. Jason Bayne to contact our insurance provider to determine if there is a time limitation on file a claim with the insurance company.

Old Business

1. Jordan Tank driveway
Jason Bayne offered the farmer who lost cultivated property as a result of the driveway installation \$500. The farmer requested he be given \$1,000 for lost crops. Motion by Dave McAdams to approve \$1,000 reimbursement. Seconded by Mike Grivas. Voted and passed.
2. Easement Dispute
Jason Bayne provided a copy of the Cooperative's council's proposal. Dave McAdams to provide some verbiage changes. Board discussed additional options to settle the dispute. Amber Morgan to provide the name of a contractor.
3. Water Loss Report
The water loss for November was 37%. Jason Bayne said they are working to pinpoint which zone is losing the most water. Also checking the master meters and comparing to RVS data.
4. Board Tour
All parties agreed to setting March 6, 2026, as a system tour for Board members and staff.
5. Quote for shop/office foundation repairs.
Terra Firma has not responded to a request for a bid. Amber Morgan suggested Jason Bayne contact Kopp Construction.
6. Shop sewer line leakage.
No leak was found.
7. Construction Updates
The Bald Peak pump house has been installed and is waiting for the electrician to wire everything up. Jason Bayne said the Bald Peak zone should be open by the January 2026 board meeting.

Applied hydro seed at the Cunningham reservoir as the engineer said more erosion control was needed. Jason Bayne to closed out the DEQ permit by December 19, 2025 including necessary pictures.
8. 2026 Capital Improvements
Waiting for schedules from TMS and Liquid Vision for tank painting (Jordan & Lambert) and tank cleaning (all tanks except Jordan, Lambert, and Gammon) respectively.
9. Lambert Lane Extension
Installing the water main and the project is halfway done. Jason Bayne proposed that once the project has reached the second applicant, the project go on hold until there is additional interest in adding service. The Board agreed with the approach.

New Business

1. New office printer
Toni Hodgkins presented an option for replacing our current Toshiba E-Studio 2510AC printer that was purchased December 2018. Terry Wymore requested that

Toni Hodgkins compare the cost of purchasing the suggested Kyocera TASKalfa MZ3501ci printer versus leasing a printer through Kelley Create. Findings to be presented at the January 2026 meeting.

2. Annual Meeting mailers

Toni Hodgkins presented a suggestion to outsource the printing of the initial “Save the Date” mailers and envelopes for the annual meeting. The Board requested that current practices remain in place and that the idea be revisited in August 2026 for the 2027 annual meeting.

3. Leak Credit RVS 388

The Board requested documentation of the account audit, correspondence and repair invoices to be reviewed at the January 2026 meeting.

4. Grove Financial

Toni Hodgkins worked with Keri Patty of Grove Financials over a period of 3 days in the week of December 7-13, 2025, to assess the current functionality of our QuickBooks online profile and bookkeeping practices. Based on the review, Ms. Patty suggested targeted cleanup and reconciliation of our accounts.

Motion by Dave McAdams to approve \$4,620 (one time clean up) and \$420 per month through 2026, to outsource monthly bookkeeping to Keri Patty of Grove Financial and to complete a detailed cleanup of our accounts receivable, accounts payables, payroll, and QuickBooks. Seconded by Mike Grivas, voted and passed.

Motion to adjourn by Linda Fountain 8:52 Seconded by Dave McAdams, voted and passed.

Executive Session

Antonia Hodgkins
Business Manager

Date

Linda Fountain
Board of Directors, Secretary

Date