

Welches Water Company Board Meeting  
Thursday, February 19, 2026  
7:30 p.m  
Hoodland Senior Center

DRAFT MINUTES

1. Call to Order: 7:31PM

2. Roll Call:

- a. Attending in-person: Maggie Skenderian, Randy Stephens, Jeremy Tower, Sam Tanner, Pat Buckley
- b. Attending remotely: Ray & Linda Miller, Allison Miller, Jaye Miller, Jayme Wantowski, Lucas Moore

3. Approval Meeting Minutes – January 6, 2026: Motion to approve by Allison, 2<sup>nd</sup> by Jaye, motion approved unanimously.

4. Financial Report - Randy Stephens & Jayme Wantowski

Randy reviewed the FY26 Operations Budget (Cash) vs Actual. Total fiscal income year to date on a cash basis is \$44,709. Operations represent 37% of funds spent, legal & professional services are 23% each. No big surprises or anomalies. Randy expressed a desire to have a board-approved budget for FY2027. Unexpected repairs after winter floods drove up Operations expenses.

Jayme presented accrual-basis profit & loss statement. Net Income for the fiscal year to date is \$3,091.49. Member water service fees and member water usage fees will be combined into a single line item going forward. Maggie & Randy think we should keep those line items separate so we can see what the usage fees are. Need to rename them to reflect “Annual Fees” vs “Usage Fees.” Maggie expressed appreciation for the amount of time and tenacity Jayme has spent cleaning up our financials. Jayme reported that she’s been sending a lot of late notices in an effort to improve cash position.

Randy has a question about some small dollar amounts on the operations budget under utilities, Jeremy doesn’t think it’s accurate that our PGE bill went down. Jayme reviewed her records and confirmed the numbers on the operations budget do match the transactional record and are consistent with prior year’s amount. The only thing being powered is a single pump, so the seasonal variance doesn’t make sense. Jayme will call PGE and ask them about it.

Jayme has been working with the CPA to clean up the balance sheet. Linda Miller questions whether the water lines & meters should be reflected on the balance sheet and recorded for insurance purposes. She also asked how the new water tank will be reflected on the financials as well. Jayme will consult with the CPA on it. Jayme asked that Maggie reach out to our insurance company to validate what we need to do to ensure everything's covered. Maggie shared that Jaye is handling the insurance stuff.

Jayme reviewed the outstanding Account Receivable report. She's unable to get a hold of one individual and thinks we may need to shut their service off. They currently have an outstanding balance of \$1,550.55. Randy shared that Donna Disch has passed. Jayme said her estate is going to pay that. Jay will send Jayme the contact information for that. Randy asked that Jayme focus her collection efforts on the largest balances and she reporting she's been sending late notices and late fees. Maggie asked whether we need to do anything different procedurally and the general sense is there is not. Jeremy explained that the OARS give us the legal right to leave door hangers before shutting off service and suggests we do that for the largest balances.

Randy asked about the late amount due for Resort at the Mountain. Jayme hasn't gotten a response from them, asked for any assistance getting a hold of them. Jaye asked whether we are assessing late fees and Jayme confirmed we are charging \$25 for late fees.

## 5. Water Operator's Report – Jeremy Tower

Water usage was 270,000 gallons over a 32-day day period, which equates to 5.88 gallons per minute. We have plenty of water coming out of both springs and the tanks are at overflow. With low snowpack and ground water levels, he expects summer is going to be difficult. Water quality has been good. Jeremy looked into some high meter readings and they were vacation homes using a lot of water but nothing concerning. A valve box at the sound end of Welches Rd was damaged by a county road crew and was quickly replaced. Randy shared that we are going to attempt to recoup those costs of approximately \$2600 from the county and Jeremy said he has submitted the claim. Randy reported there's a pending membership sale of a currently undeveloped lot but we will remain below our state allotment of connections. Randy & Jayme are handling the administration of it.

There was a fire at the Bide-a-Wee cabin and fire crews drew water from our lines for that which caused the need to vent and clear our lines to minimize impact to water quality.

## 6. Lawsuit Update

The settlement hearing, currently scheduled for April 28th might be delayed due to a change in legal counsel on the plaintiff's side, however, as of today there is no change.

## 7. Master Plan Project Update

### a. Emergency Well and Storage Tanks

Permits have been approved for the pumphouse on Ray Miller's property. Jaye feels the permit should list Welches Water Company as the requestor because Ray Miller isn't doing the work. The Applicant and Owner are both listed as Ray Miller, Linda questions whether the Applicant should be Welches Water Board and wants to make sure Ray isn't listed in error. Maggie will follow-up on it with the county.

## 8. Insurance Review Update: Jaye

We need to do a lot of work on our insurance. Our current pumphouse, lines, & tanks are not covered under earth movement, flood or fire. The insurance agent has asked us to provide a list of assets and their value. Jaye will track down the list Ray had that listed how much pipe we have. Randy shared that the majority of the current coverage is focused on liability and there's no coverage at all on the tank farm or pump house. The agent will give us the cost information so we can make determination of what additional coverage we want to add. Jaye felt comfortable with the agent because they work with and understand other small water companies.

## 9. Emergency Repairs

This item was covered in the water operator report.

## 10. WWC Board Work Items for 2025/26

- a. Allison reported that Dropbox account has been created, file structure set up and access provided to Jay. There are some files that were too large to transfer from Google drive. Allison will make another attempt to transfer them and provide a list of non-transferred files for the board to provide input on whether we need them or not.
- b. Review & update rules and regulations (Sam): Will provide a copy to the board with highlights/comments of his concerns.
- c. Review & update by-laws: Per Maggie, prior version never got signed. Sam reviewed these as well and will provide notes.
- d. Develop policy for encouraging instillation of private shut-off valves: Tabling this for now
- e. Organization and storage of files and documents: Maggie has 6-12 boxes of files in storage and one at her house that will need to be digitized

eventually. There was some discussion about what to do with them, how best to scan & store them.

- f. Quarterly newsletter: Maggie is looking for a volunteer to take this over for her, doesn't feel she has the capacity to make the April newsletter happen.
- g. Formal documentation for WWC memberships. When we get our water retention software we'll be able to track the history of the membership. The goal is to assign a specific membership number so the history of each membership can be tracked.
- h. Update of Master Plan. Need to include WWC Treatment building. For consistency, use planning documents as a guide. Meters will take a period of 10 to 18 years for a complete swap out/replacement which will be a big process. Maggie asked AKS to provide 2023 System Planning and asked everyone to read that email. She advised that technical assistance grants could pay for this system planning and suggested everyone read it and have a discussion about it. This item will be on the next meeting as Old Business.

## 11. New Business

### a. Fire Season Preparedness:

We should prepare for a bad fire season. Let's move the tank up to help with fire problems. Jeremy gave us an estimate of \$7K - \$8K. Per Jeremy the Land Use application is the biggest hold up. Then it would be two weeks. We could push it up the hill and get it out of sight of the neighbors and renters. It would take less than a month. With the loan we'll get a permit for everything. The permit should be good for three years, so we'll permit for six tanks. Motion: Randy made a motion investigate and look into securing the necessary permits for installing the new tanks at the tank farm consistent with our master plan that was used to secure the state loan and, if necessary, get the existing tank up there sooner. Jaye 2<sup>nd</sup>. The motion passed unanimously.

## 12. Old Business: None.

## 13. Adjourn Regular Board Meeting 9:03pm

## 14. Board Special Session