

# CLTIA Meeting (notes)

DATE: February 19, 2018  
TIME: 6:30pm  
LOCATION: 3427 Elm Dr NE, North Liberty, IA 52317  
(Pat & Nancy Hanson's home)

## Coralville Lake Improvement Association

Meeting Minutes | February 19, 2018

Any questions or concerns - please contact a board member or attend an association meeting, which are held on the third Monday of each month at the park garage at 6:30 P.M. ALL CORALVILLE LAKE TERRACE ASSOCIATION MEMBERS ARE WELCOME!

### Call to Order

The regular meeting of the Coralville Lake Improvement Association was called to order after meeting with potential independent contractor for well-water services. **Regular meeting of the Coralville Lake Improvement Association at 7:15pm on Monday, February, 19, 2018, at 3427 Elm Dr NE, North Liberty, IA 52317 (Pat & Nancy Hanson's)**

### Roll Call / Present

The following persons were present as indicated

#### CURRENT BOARD MEMBERS

Absent	PRESENT	POSITION	NAME
	x	President	Pat Hanson
	x	Vice President	Steve Speakman
	x	Treasurer	Perry O'Brien
	x	Water	Jerry Brogan 626-6271
	x	Roads	Jon Pals
	x	Secretary / Newsletter	Sadja Pals (non-voting, volunteer)
	x	Recreation	Nancy Hanson
	x	Environmental Coordinator & Park	Brooke Butler
	x	At Large	Tom Terrill
x		At Large	Kevin Haines

#### ADDITIONAL RESIDENTS

NAME(s)	ADDRESS	PHONE & EMAIL
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### Pre-business - Well Water Review with Independent Contractor

Galen Mehmen and Andrew Mehmen, Certified Water Operators of Mehmen Consulting, visited with board to discuss services of their proposal (from October) as independent contractor to provide association with normal duties of a Certified Water Treatment Operator and Water Distribution Operator with required Iowa DNR visitations, reporting, permits, samples, records, and recommendations to maintain and/or improve water systems.

Suggestions made by Mehmen -- Only one testing will be required if we do only use one well, which can be done by alternating the use of the two wells regularly by opening/closing valve that runs between them -- set pressure up approx 5lbs more to ensure pressure for more distant locations -- add a flow switch to help ensure balance of chlorine if propeller does not engage immediately -- purchase the larger containers of chlorine to reduce costs

Discussed frequency of Mehmen services as 3 total days per week (every Friday for the DNR tests/reports, plus 2 additional days per week for onsite sampling, chlorine tests, etc.). Estimated every 3<sup>rd</sup> Friday also when they would switch flow to the alternate well.

Mehmen Consulting will check with DNR to ensure acceptable to use alternating wells and will provide an updated proposal clarifying and defining some details as discussed. Mehmen will email the proposal to Steve Speakman and Steve will forward to all board members for review before the next meeting.

## Review/Approval of Past Minutes

**Agenda item:** Approval of Minutes, President, Pat Hanson

Minutes summarized by Pat Hanson, president, no discussion.

**Motioned:** Perry O'Brien; **Seconded:** Steve Speakman; **Approved** by all

## Open Issues & Reports

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**PRESIDENT,** Pat Hanson

**VICE PRESIDENT,** Steve Speakman

***Discussions/Conclusions:***

Steve Speakman will forward Mehmen's updated proposal to all board members for review before the next meeting.

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**TREASURER,** Perry O'Brien absent/present

**CHECKING** \$ 36,802

**SAVINGS** \$ 20,065.66

**Motioned:** Steve Speakman

**Seconded:** Brooke Butler

**Approved:** all

***Discussions/Conclusions:***

Perry O'Brien highlighted payments:

\$ 370 electric

\$ 44 gas

\$1,286.46 to Greiner (well pump support) for past two months

\$6,080 to snow removal (Custom Connections) for past two months

PROPERTY OWNERS WITH LIENS / PAST DUE AMOUNTS – Perry O'Brien provided updated list to Pat Hanson of owners that are several quarters past-due with a range as high as \$4,200. Pat will be contacting lawyer with list of those to put liens on, and of those that need to be removed. It is standard practice for owners to receive notification in their bills of their past due amount and that they risk liens being placed on their properties.

Perry also provided January 15, 2018 summary – CHECKING \$33,419.62, SAVINGS \$20,065.66; Paid between January meeting since meeting in November: \$368.74 electric, 23.86 gas, 23.86 gas, 3,692.20 snow removal/Custom Connections

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**WATER,** Jerry Brogan

***Discussions/Conclusions:***

Regarding meeting with Mehmen, the Board estimated \$1060 per month to Mehmen for 3 service visits per week. Board agreed that they were okay with Mehmen purchasing 15 gallon chorine instead of the smaller sizes to save a little money. Additionally, even though contractor would be liable, members of the board concluded that to be fully compliant and ensure continuous water quality, the Association would need to secure neighborhood volunteers committed to testing and recording information at the well(s)-house on the days of week when Mehmen didn't come.

In summary, through meeting with Mehmen Consulting and during board meeting the following **"Future fixes and updates and maintenance activities related to wells" were identified:**

- Adding valve on Tank 1, at bottom of tank to allow for flushing (currently not functional)
- Add flow switch and propellers to Tank 1 and Tank 2
- Add "hour meters" on pumps at both well houses (eventually)
- Add Position barrier posts around well-heads to safeguard against accidental damage (this is required of new wells and may someday be required) (eventually)
- Update all watermains to 4" pipes (currently all pipes are 1.5" with exception of Oak Hill which is believed to be 2")
- Establish standard plan and seek provider to offer regular services for oil changes and maintenance of both back-up generators (one has regular support?)

- A full flush of each well and pipes needs to be scheduled regularly

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**ROADS, Jon Pals*****Discussions/Conclusions:***

Jon Pals stated nothing of significance to report. Reminded all that in the spring he will collect info and areas to give attention to and be in touch with Pelling to get on their schedule before end of summer.

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**NEWSLETTER/SECRETARY, Sadjia Pals*****Discussions/Conclusions:***

Sadjia Pals will have a draft of newsletter at next meeting. It was suggested she include the need for volunteers committed to well-water testing, etc. Sadjia will be in touch with Jerry to get more details of what that involves for volunteers.

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**RECREATION, Nancy Hanson absent*****Discussions/Conclusions:***

Nancy Hanson had nothing to report.

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**ENVIRONMENTAL COORDINATOR & PARK, Brooke Butler*****Discussions/Conclusions:***

Brooke Butler reported that Jan's will resume the already approved plan from last summer, to do the landscaping in the park this spring, and will contact them to ensure we are on their schedule and review the plan and when they will start.

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**New, old & other business**

Summarize the discussion for each existing issue, state the outcome, and assign action items.

***Discussions/Conclusions:***

Regarding the abandoned house on Willow that Jerry turned off water to last month because of leaking pipes, Pat Hanson reported that he did his best to contact the owners by phone and has not received a reply. He also reached out to the attorney regarding the health concerns, no reply yet.

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**Next Meeting**

Next general meeting:

WHEN Monday, March 19, 2018

TIME 6:30pm

LOCATION Pat & Nancy Hanson's Home: 3427 Elm Dr NE, North Liberty, IA 52317

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**Adjournment**

*Motion to adjourn: Perry O'Brien Secoded: Jerry Brogan Meeting adjourn at 8:15pm*

Minutes by Sadjia Pals