

BRUNNER HILL WATER ASSOCIATION
 BOARD OF DIRECTORS MEETING MINUTES
 Tuesday, December 16, 2025

1. The President, Danny Woods, called the meeting to order at 6:00 p.m.

2. BOARD MEMBERS PRESENT:

President	Danny Woods
Vice President	David Phillips
Board Members	Richard Hazel
Superintendent	Gerry Lance
Secretary	Angela Johnson

3. BOARD MEMBERS ABSENT: Shawn Hargett

4. MEMBERS OF THE AUDIENCE: Lucas Bockstahler, Field Technician

5. MINUTES FROM NOVEMBER 18th, 2025: after brief discussion following up on minor topics, Richard Hazel motioned to approve the minutes; David Phillips seconded. Motion passed.

6. APPROVAL OF NOVEMBER 2025 FINANCIAL STATEMENTS: David Phillips motioned to approve the financials; Richard Hazel seconded. Motion passed.

7. PRESIDENT’S REPORT: Danny commented he doubts a quorum will be present at the annual meeting. Regardless, a special meeting will be held in conjunction with the annual meeting to discuss the conversion to a Public Water Authority. Danny also relayed customer feedback regarding the professionalism of current employees. The directors were very complimentary.

8. FIELD TECHNICIAN’S REPORT: Gerry Lance reviewed the Superintendent’s Report noting that he and Lucas found and fixed several more leaks. He believes two of them will significantly improve our water loss for January’s numbers.

9. SECRETARY’S REPORT: Angela Johnson reviewed the Secretary’s report. Since physically locating all known active and inactive connections, sequence numbers will be reassigned to ensure all are incorporated and we can add more as needed. In addition, account numbers will be changed to match the sequence numbers. This will allow reports to be sorted by order of sequence, an option that is not available otherwise. Every account number will change. Lastly, BHWA received two capital refund checks from NAEC. The checks will be deposited into the Depreciation account to help cover the cost of the backhoe.

10. OPEN ITEMS:

Topic: ARWA – Public Water System
Discussion: 6/17/25 This is a topic Shawn Hargett wanted to discuss. He was unable to attend. 7/15/25 Shawn briefly discussed the potential to change from an association to a public water authority. Gerry also commented. The change would open opportunities for

reduced cost equipment and employee benefits. The board heard a recommendation to hold a Town Hall meeting with the members to discuss this opportunity.

8/19/25 Gerry reported that he is still awaiting revised documents from the ARWA lawyer, which include revised Bylaws that will fix the issues revolving around elections and a reasonably attainable quorum. Once we receive the documents, we will present them to our attorney to determine if we need to have a board member or a general membership vote. Danny suggested that if a general membership vote is required, we hold a Fish Fry with door prize(s) to attain the number of members necessary for a legal quorum.

9/16/25 Additional changes to the draft bylaws were identified. Questions about who can hold the office of Board Secretary and Board Treasurer were also raised.

10/21/25 Danny informed the Board, during his report, the earliest he could schedule an appointment with the attorney is 9am on 10/29/25. Once the attorney advises us on what we can do regarding the proposed bylaws and approving the conversion, we will set details for the next Annual General Membership Meeting.

11/18/25 Danny reported we are awaiting reply from the attorney regarding inquiries made at the last meeting.

12/16/25 Danny has not received word from the attorney. A special meeting will be held in conjunction with the annual meeting to discuss converting to a Public Water Authority. We invited a lawyer who is experienced and knowledgeable about such conversions to attend the meeting to field questions. A special meeting is a required step in the conversion process. Notification must be made between 10 and 40 days prior to the meeting.

Conclusion: Administrative staff will send notifications to members regarding the Special Meeting.

Topic: Heavy Equipment / Rifle Raffle

Discussion:

8/19/25 Danny offered to donate a rifle to raffle. BHWA can use the proceeds to purchase new equipment. Details are still to be determined tickets will likely be limited to 500 tickets at \$20 per ticket. Danny will obtain pictures of the gun(s) that the winner may choose from.

9/16/25 During the President's Report, Danny reported that ticket sales have slowed down.

10/21/25 Ticket sales continue to be slow. We may have to pick a day and conduct the drawing, even if we do not sell all the tickets. This decision is postponed until after the meeting with the attorney. There was also brief discussion regarding dump trucks vs. dump trailers, if we were able to purchase one in the future. Those present also discussed selling the tractor and attachments separately if necessary, so long as we get as close as possible to the target sales price.

11/18/25 Danny reported there have been people interested in the tractor; however, no offers. We have had an offer of \$4500 for the backhoe attachment; however, we want an offer on the tractor before we remove the backhoe. There was also discussion about the length of time it has taken to sell raffle tickets.

12/16/25 There is no progress on the sale of the tractor. It is likely to be springtime before we see much interest. The raffle draw occurred as planned; congratulations goes to Jewell Stinson! He selected the Henry 30-30 Lever Action Golden Boy!
Conclusion: No action necessary at this time, while we wait for interest in the tractor.
Topic: Director vacancy
Discussion: 9/16/25 Mr. Shaun Dubois has expressed his desire to resign from the Board of Directors. He has also asked to be removed from email distribution lists. This led to discussion about him assigning a proxy and how and when to backfill his seat and documenting the resignation and backfill. 10/21/25 Shaun has no intent to attend any future meetings. 11/18/25 Shaun's name remains on the website as a board member. 12/16/25 David Phillips nominated Jeff Berry to fill the Director position that has been vacant since Shaun Dubois resigned. The vote resulted in unanimous approval.
Conclusion: David Phillips will contact Jeff Berry to make notification.

11. NEW BUSINESS:

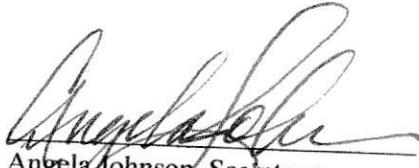
Topic: Asphalt Repair Quotes
Discussion: Gerry presented two quotes for the asphalt repair on 1403 Jordan Landing Rd. Of the two quotes, DEP Asphalt provided the lower quote with a larger area of repair.
Conclusion: Richard Hazel motioned to accept DEP Asphalt's bid; David Phillips seconded. Motion carried. Gerry will coordinate the repair.
Topic: Training and testing for Lucas Bockstahler's Water Operator-License
Discussion: The training and testing schedule is set such that Lucas can attend training in January and February, and test in March. If Lucas passes the test, he will be an Operator in Training until August when he receives his full DL2 license.
Conclusion: Lucas is approved to attend training and take the test. BHWA will pay travel expenses incurred in conjunction with training and testing. Water Operator Books may also be purchased.

12. PUBLIC FORUM: No comments.

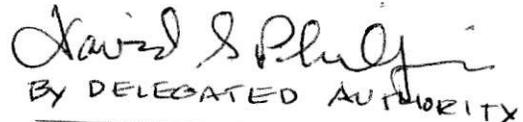
13. ANNOUNCEMENTS: The annual general membership and special meeting are schedule to be conducted at the Rodney-Jordan Fire Station at 10am on Saturday, January 3rd, 2026. The following board meeting is subsequently scheduled for 6:00 pm on Tuesday, January 13, 2026, at the water office. The office will be closed December 25th for Christmas, and January 1st for New Years.

14. ADJOURNMENT: Dave Phillips motioned to adjourn the meeting. Richard Hazel seconded; motion carried. The meeting adjourned at 7:37 pm.

15. REPORT OF EXECUTIVE SESSION: The Board of Directors held an executive session immediately after the regular session adjourned. The Board approved end-of-year net bonuses as follows: Gerry Lance - \$300; Lucas Bockstahler - \$200; Angela Johnson - \$150; and Candace Nielsen - \$150.



Angela Johnson, Secretary



BY DELEGATED AUTHORITY
Danny Woods, Board President