

**RAE SUBDIVISION COUNTY WATER & SEWER DISTRICT NO. 313**  
**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**June 18th, 2025 at 7 pm**

Present:

Andrew Williamson, Board President  
Nikki Penniman, Vice President  
Rich McLane, Board Member  
Bob Ingram, Board Member  
Perry Hofferber, Board Member

Ken Ridgway, Manager  
Val Nolan, Secretary/Treasurer

**ORDER OF BUSINESS:**

The meeting was called to order at 7:00 by Andrew Williamson, Board President. The meeting was held in the maintenance building at RAE Water District.

**PUBLIC COMMENT:** There was no public comment.

**APPROVAL OF MINUTES:**

The minutes from the May 2025 board meeting were reviewed. A motion to approve the May 2025 minutes was made by Rich McLane and seconded by Perry Hofferber. The motion passed unanimously.

**TREASURER'S REPORT:**

- The treasurer's report for May 2025 was reviewed. Payments for garage heater repair and computer upgrades were made in May. Val stated the MCEP planning grant (wastewater PER) of \$40,000 should be received soon. Draw request was submitted June 11, 2025 after some delays. Amatics CPA firm has been contacted concerning upcoming audit for FY 2024 and 2025. We are waiting on commitment letter. A motion to approve the May treasurer's report was made by Nikki Penniman and seconded by Bob Ingram. The motion passed unanimously.

**OLD BUSINESS:**

- Water tank MOU agreement is still in progress through both parties' lawyers.

**MANAGERS REPORT:** Ken

- RAE Water conducted a leak detection survey of King Arthur Park and RAE Subdivision. The results were 11 total repairs, 4-5 are the responsibility of King Arthur Park. They have been notified. It was asked if they are cooperative. Ken stated at this time they are

cooperative and will have further information on when they will repair these leaks soon. RAE Water District is responsible for the remaining repairs. Lyons Excavation has been contacted and will begin repairs in the next couple weeks. RAE Subdivision currently is not showing any leaks.

- RAE Water will be performing sewer line camera inspections in King Arthur Park next month. This will identify I&I (inflow and infiltration) coming into the sewer system. It was suggested to set up schedules for leak detection as Ken stated it takes a considerable amount of man hours.
- RAE Water continues to work to integrate to a cloud-based system for our computer operations. Our utility system is cloud based and SCADA is in the process of cyber security protection. Quickbooks is saved onsite frequently.
- A new mag flow meter (has no moving parts) has been ordered for the RAE Subdivision well house. InControl has ordered it, will program it and send to us. Williams Plumbing will install the new meter when it arrives.

#### **NEW BUSINESS:**

- Discussion was held concerning changes to the RAE Water logo. Nikki will work with AI and see what she can do with it and bring images next meeting.
- Agenda in July 2025 will include an executive session for personnel evaluation.

**NEXT MEETING:** The next meeting is scheduled for July 16th, 2025, at 7 p.m. We will meet in the RAE Water District office instead of the maintenance shop.

**ADJOURN:** Nikki Penniman motioned to adjourn the meeting at 7:38 p.m. and this was seconded by Perry Hofferber. The motion passed unanimously.

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