

**DUCK LAKE WATER ASSOCIATION, INC.**  
**PO Box 1624, Omak, WA 98841-1624**

**Meeting Minutes**

A Meeting of the Board of Directors was held, **March 19, 2024**, at 6pm, located at Omak City Hall.

**Board Members Present**

Wayne Wells, Vice President  
Dave Munding, Director  
Talana Lay, Director/Secretary/Treasurer  
Megan Azzano, Director  
Jeremi Judd, Director  
Duane Hammer, Director

**Members Present**

Belinda Herriman  
Tricia Herriman  
Dianna Wilson

**Call to Order**

Vice President Wayne Wells called the meeting to order at 6:10pm. A quorum was present.

**Approval of Minutes**

March 13, 2023, Executive Session minutes, March 23, 2023, Executive Session minutes, and December 19, 2023, minutes were read.

A motion was made by Megan and seconded by Dave to approve the minutes as written. Motion carried.

**Financial Reports**

Financial reports were submitted and discussed:

- ✓ Balance Sheet
- ✓ Profit and Loss report – This fiscal year has had unforeseen expenses due to the consolidation of Duck Lake Water (DLW) and Johnson Creek Water Users (JCWU) water systems.
  - water right transfer fees - \$2,000
  - attorney fees - \$16,693.50
  - equipment purchase (pump) - \$8,260
  - repair and maintenance – \$6,166.52
  - system management costs – \$9,000
- ✓ Bank Register – Primary Account, Grant CBO27753

A motion was made by Dave and seconded by Duane to approve the financial reports. Motion carried.

**Audit**

The audit was discussed.

During the single audit process for the grants and loan, Clifton, Larson, and Allen discovered that the grant assist numbers were different. Grant GVL29240 and CBO27753 have different assist numbers. Therefore, a single audit could not be done and a financial audit of the whole

DLW organization would need to be done. With this financial audit came an additional fee of \$10,400. Since it was the fault of CLA for not catching the assist numbers, they are charging us half of what it would cost for this service. The grant may pay or partially pay for this change.

A motion was made by Dave and seconded by Duane to approve the additional \$10,400 for the whole organizational financial audit. Motion carried.

### **Johnson Creek Water Users Bank Accounts**

The JCWU's bank accounts can now be closed at WAFed and the remaining funds deposited into DLW's primary bank account at Wheatland Bank, formerly North Cascades National Bank.

A motion was made by Jeremi and seconded by Duane to close the JCWU's bank accounts at WAFed and deposit the funds into DLW's primary account at North Cascades National Bank. Motion carried.

### **JCWU Merger Update**

The Secretary of State could not do the merger, because JCWU's was administratively dissolved in 2018 due to the annual reports not being submitted. The WA St Department of Revenue requested this merger for the exempt property application. The merger denial does not hinder the consolidation.

### **Exempt Property Update**

The property exemption documentation, for the two JCWU parcels now owned by DLW, was submitted to the WA St Department of Revenue and the exemptions were approved.

### **Water Right Update**

Attorney Marquis has submitted all needed documentation to DOE. Wayne and Attorney Marquis met with Mark Miller of the Conservancy Board, for a site visit. A hydrologist will need to be hired to do a hydro-geologic evaluation.

### **Asset Inventory**

Asset inventory was discussed. Asset inventory must be updated each year.

### **Other Updates**

The property deeds were recorded.  
PUD for the new pump house has been changed to DLW.

### **Next Meetings**

June 18, 2024  
September 17, 2024 – Annual Membership Meeting  
December 17, 2024

### **Adjournment**

There being no further business, a motion was made by Megan and seconded by Duane to adjourn the meeting at 7:16pm. Motion carried.

Respectfully submitted,

Talana Lay, Secretary/Treasurer