



**REGULAR BOARD MEETING AGENDA
VALLEY MAINTENANCE CORPORATION
THURSDAY, SEPTEMBER 18TH, 2025 – 6:30 PM**

Please join the meeting from your computer, tablet, or smartphone.

<https://video.cloudoffice.avaya.com/join/236337496>

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United States: +1 (213) 463-4500

Access Code / Meeting ID: 236-337-496

Board of Director	Title	Term
Bill Burton	President	2023 – 2025
Greg Koetter	Vice President	2023 - 2025
Vacant	Treasurer	
Jay Oliver	Secretary	2024 – 2026
Nick Schwind	Secretary	2023 – 2025
Leonard Miller	Secretary	2024 – 2026
Mike Mallernee	Secretary	2024 - 2026

Management Team

Kenny Case, ORC

WSDM Managers

1) ADMINISTRATIVE MATTERS

- a) Call to Order & Declaration of Quorum
- b) Discussion and Approval of the Agenda
- c) Consider appointment of Vacancy
- d) Consider Approval of Meeting Minutes from August 21st, 2025 (enclosed)

2) FINANCIAL MATTERS

- a) Review and accept August 2025 Unaudited Financial Status
- b) Review and accept Payables through the period ending September 18th, 2025 (enclosed)
- c) Review of Billing and Collections Status

3) MANAGEMENT MATTERS

4) OPERATIONS

- a) Status of Current Capital Projects
- b) Spring Valley Dam Committee / Water Augmentation
- c) Meter Replacement Update

5) ADJOURNMENT

- a) The next regularly scheduled Board Meeting is scheduled for Thursday, October 16th, 2025, at 6:30 pm.



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
VALLEY MAINTENANCE WATER CORPORATION
HELD THURSDAY, AUGUST 21ST, 2025
AT 6:30 PM**

Pursuant to posted notice, the special meetings of the Board of Directors of the Valley Maintenance Water Corporation was held on July 17th, at 6:30 pm, via tele/videoconference:

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Attendance:

Directors Attending Virtually

Bill Burton,	President
Greg Koetter,	Vice President
Leanord Miller,	Secretary
Jay Oliver,	Secretary
Nick Schwind,	Secretary

Directors Absent

Mike Mallernee,	Secretary
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Also in attendance were:

Amber Hardekopf,	WSDM Managers
Rebecca Harris,	WSDM Managers
Kenny Case,	Water Operator

1. Call to Order:

The meeting was called to order at 6:32 pm by Ms. Hardekopf.

2. Declaration of Quorum:

Ms. Hardekopf indicated that a quorum was present.

3. Approval of Agenda:

Director Oliver moved to approve the Agenda as presented; seconded by President Burton. Motion passed unanimously.

4. Approval of July 17th, 2025 Regular Board Meeting Minutes:

After review, Director Oliver moved to approve July 17th, 2025 Regular Board Meeting Minutes as amended; seconded by President Burton. Motion passed unanimously.

5. Financial Matters:

- a. Approve Unaudited Financial Reports through July 2025: Ms. Hardekopf presented the unaudited financials. After discussion, Director Oliver moved to approve the Unaudited

Financial Reports through July 2025 as presented; seconded by President Burton. Motion passed unanimously.

- b. Ratify and Approve Payables through August 21st, 2025: Ms. Hardekopf presented the Payables for the period. After discussion, Director Oliver motioned to approve the payables as presented; seconded by President Burton. Motion passed unanimously.
- c. Review of Billing and Collections: Ms. Hardekopf advised that statements went out on Monday, the 25th. There were 12 reminder letters sent on the 7th with warning letters going out on the 23rd.
- d. Discuss 2025 Budget: Ms. Hardekopf presented the budget to the board.

6. District Manager's Report:

- a. Discuss and Approve Updated Galloway Proposal: Ms. Hardekopf reviewed the already signed and accepted updated proposal from Galloway. There were no additional questions or objections.

7. Operations:

- a. Status of Current Capital Projects: Mr. Case presented a proposal for a SCADA system that he believes will solve all water interruption issues that we have. It would take care of the computer for systems one and two, put a pressure transducer in both tanks, and it will give us control over the wells. Notifications/alarms are sent with any issue to help get ahead of it prior to the issue becoming a bigger problem. President Burton mentioned that there isn't much in the reserves to cover both this upgrade and the new tank, and brought up grants. Director Miller advised that engineer Mr. Jeff Odor didn't seem very optimistic about grants at the moment. Mr. Burton took this time to bring up that 550 Shadow Lake has been approved to be included in the water corporation, and that the tap will help with these costs. Mr. Case advised to have the resident at 550 Shadow Lake reach out to Kelly to get a bid for the excavation. There was no decision made regarding the SCADA system proposal.
- b. Spring Valley Dam Committee / Water Augmentation: Director Miller took Engineer Mr. Jeff Odor to the dam site and sent it to him to review and get a price to design. Mr. Case advised that he was in touch with Rachel, the water engineer, and the reservoir needs to be dropped about a foot. Mr. Case advised that he will have to do a big release again and is still actively figuring out how to keep the reservoir at the correct level. Director Koetter advised the board he wants to start replacing meters and wanted to know how many meters the board wanted to order and how they wanted to move forward with beginning this meter changeout. Director Koetter advised that there are a few meters ordered from a few months ago, and we will get a plumber out to change a couple of the ones we currently have, then get a price for how much it would cost to get the rest of the meters changed out prior to ordering them. The board agreed unanimously to get a quote from the plumber then move forward with ordering more meters.

11. Adjourn: Ms. Hardekopf adjourned the meeting at 7:48 pm.

- a. Next Regular Meeting scheduled: September 18th, 2025 at 6:30 pm.

THESE MINUTES ARE APPROVED AS THE OFFICIAL AUGUST 21ST, 2025, REGULAR MEETING MINUTES OF THE VALLEY MAINTENANCE WATER CORPORATION.

Approved by: President of the Board



Valley Maintenance Corporation

Payment Request

9/18/2025

General Fund Account

Company	Invoice	Date	Amount	Comments
Case Water Treatment	80125	8/1/2025	\$ 5,722.00	
Core Electric Cooperative	43012911	8/26/2025	\$ 28.46	Autopay
Core Electric Cooperative	43013610	8/26/2025	\$ 19.80	Autopay
Core Electric Cooperative	43018910	8/26/2025	\$ 88.09	Autopay
Core Electric Cooperative	43087210	8/26/2025	\$ 30.10	Autopay
Core Electric Cooperative	43186610	8/26/2025	\$ 205.27	Autopay
Core Electric Cooperative	43359700	8/26/2025	\$ 170.65	Autopay
Core Electric Cooperative	43430500	8/26/2025	\$ 17.75	Autopay
Core Electric Cooperative	43438400	8/26/2025	\$ 50.32	Autopay
Core & Main	4369725	9/1/2025	\$ 1,354.77	
John Thompson	90940	9/12/2024	\$ 930.00	
Kullman Water Engineering, LLC	578	9/1/2025	\$ 522.50	
Mailing Services Inc	20810	8/29/2025	\$ 237.18	
WSDM Managers	1015	8/31/2025	\$ 4,069.42	
Total:			\$ 13,446.31	

Valley Maintenance Corp