



EAST BOULDER COUNTY WATER DISTRICT

P.O. Box 18641, BOULDER, COLORADO 80308-1641
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Board of Directors Regular Meeting

St. Ambrose Episcopal Church

8 April 2019

Mark Johns called the meeting to order at 4:02 PM. Those in attendance were the board members Bill Hofgard, Rick Moeller and Bob Champ. Mary Wagner (Bookkeeper) and Peter O'Brien (Operations) were also present. Nick Bennett (IT consultant) was also present for the meeting to discuss the Billing Software.

PUBLIC COMMENTS

Barry Weiss was present to discuss possible remedies for the low water pressure at his residence. Peter measured the water pressure at 35 psi. Our Engineer feels that 40-psi is about the lowest viable pressure for a residence. Peter had estimates for pressure boosting systems (\$2K to \$4k) that might be installed to raise the pressure. Barry raised the point that continued maintenance and pump replacement would add more cost to the system and that a more realistic approach would be to connect to the high pressure main on Wells Drive. This would require a significantly higher initial, one time cost. Mark will obtain an estimate for the cost of this work and then we will see if a viable remedy to this problem can be worked out.

SECRETARY'S REPORT

The minutes of the 11 March 2019 meeting were discussed. Rick Moeller made the motion that we approve the minutes of the 11 March 2019 meeting. Mark Johns seconded the motion, which was approved unanimously.

REPORTS FROM CONSULTANTS AND COMMITTEES

FINANCE REPORT

Mary Wagner had e-mailed the financial packet to the board. The water usage spreadsheet was also e-mailed. Mary reviewed the salient points of the financial package for the board.

The cost of the audit exemption has been increased \$300 and Mary noted that most of the work is done by her and that the auditor, in essence, give this a rubber stamp. Other auditors will be explored next year.

Mary noted that a \$53 dividend had been received from Pinnacol Insurance.

The board approved the financial statements and the transactions.

SYSTEM OPERATIONS REPORT – 03/12/2019 – 04/08/2019

03/12/2019	<ul style="list-style-type: none">Emergency Locate 7509 Spring Dr.635 paragon, pressure test at 35 PSI.
03/14/2019	<ul style="list-style-type: none">Collect water sample at 1027 Paragon, deliver to lab.
03/20/2019	<ul style="list-style-type: none">Pump house check 1.18mg/l free.Meter read, 7387 Panorama 439.Locate for sign placement Spring Drive, south of Empire east side of road
03/27/2019	<ul style="list-style-type: none">Pump house check.
03/29/2019	<ul style="list-style-type: none">Locate 777 Panorama Ct.Locate 753 Paragon- Water meter buried under plastic sheeting and dirt in Bar ditch..

04/01/2019	<ul style="list-style-type: none"> ▪ Pump house check 1.0mg/l free. ▪ Meter Reads
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IT REPORT

Nick went through his report for the Board. He will post the report on the website.

UNFINISHED BUSINESS

BILLING SOFTWARE

Mary will contact Whit Mountain when she is ready to undergo the training and then activate the new billing system.

UPDATE ON SURGE PROTECTION

The surge protection is scheduled for installation later this month.

UPDATE ON PRESSURE TANKS

Peter had an estimate prepared on the cleaning of the pressure tanks and also an estimate on plumbing alterations increasing the outflow from the pressure tanks. The cleaning estimate came in at \$5648.50 for the three pressure tanks. The plumbing alterations would add another approximately \$8k.

The cleaning would require the running of the generator for the time involved in cleaning the tanks (6hrs/day/tank), which would cause significant noise. Scheduling with the homeowners in the area may be necessary. With respect to the plumbing alterations, Mark will meet with Peter at the pump house to review the project and then we will discuss at subsequent meetings.

The time frame for doing the tank cleaning is two years and is required by the state.

BENCHMARK MAIN REPLACEMENT

This item was tabled.

LOW PRESSURE AT 635 PARAGON DRIVE

This matter was discussed under the public comments section of the minutes.

NEW BUSINESS

No new business was discussed.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Yvonne will handle the Consumer Confidence Report again this year.

ADJOURN

A motion was made to adjourn by Rick Moeller, seconded by Mark Johns and unanimously approved. The meeting was adjourned at 5:25 PM.

The secretary respectfully submits the above.

Robert Champ

4/8/2019



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April 8, 2019

Board of Directors
East Boulder County Water District
P.O. Box 18641
Boulder, CO 80308-0641

RE: IT Consultant Status Report for March 11, 2019 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through April 8, 2019 have been billed to the District.

Action Items

This section identifies any issues that require Board action or decisions. The issue(s) are summarized here, with details in the appropriate section of the report.

None.

General IT Consulting Activities

- 1) Website Maintenance
 - a) Published the March 11, 2019 Meeting Minutes.
 - b) Published the March 2019 Financials.
 - c) Published the April 8, 2019 Meeting Agenda.
- 2) IT Maintenance
 - a) System Maintenance
 - i) Windows updates.
 - ii) Updated AVG virus scan and checked for viruses – 0 found.
 - iii) Hard disk was cleared of extraneous files and defragmented.
 - iv) Verified Carbonite backup completed.

General Support

- 1) New Billing System
 - a) Attended the March 11, 2019 Board Meeting to review the billing software project.
 - b) General Activities:
 - i) Continued becoming more familiar with the remote server environment, including QuickBooks Pro from a non-accounting perspective.
 - ii) Nick is ready to respond when Mary requests GoToMyPC to be installed on her computer(s).
 - iii) Will be notifying WMTC when Mary indicates when she is prepared for training. This will need to be communicated to WMTC before the end of April.
 - iv) A change is going to be made to the GoToMyPC user account for EBCWD on the server. This does not substantially change the process involved to use the server, however. When the new userid is ready, we will be notified. This new id would be used to connect to the server for billing software use, etc., and for the delivery of training.

New Issues or Comments

None.

Sincerely,

J. Nicholas Bennett
Principal