



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

10 June 2019

Mark Johns called the meeting to order at 4:05 PM. Those in attendance were the board members Bill Hofgard, Rick Moeller, Yvonne Gates and Bob Champ. Peter O'Brien (Operations) and Mary Wagner (Bookkeeper) were also present.

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 13 May 2019 meeting were discussed. Rick Moeller made the motion that we approve the minutes of the 13 May 2019 meeting. Yvonne Gates 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.

The first installment of the interest on the bonds was paid.

Mary reviewed the financial report and the board approved the financial statements and the transactions.

SYSTEM OPERATIONS REPORT – 05/08/2019 – 06/10/2019

05/02/2019	<ul style="list-style-type: none">▪ Pump house check 1.01mg/l free.▪ Locate 7509 Spring and locate 7418 Panorama.
05/08/2019	<ul style="list-style-type: none">▪ Pump house check 1.16 mg/l free.▪ Locate 841 paragon.▪ Locate 7340 Empire Dr.
05/23/2019	<ul style="list-style-type: none">▪ Dustin locate 429 Majestic View Dr.
05/28/2019	<ul style="list-style-type: none">▪ Pump house check 1.19mg/l free.▪ Collect water samples at 7493 Spring Dr and deliver to lab.
05/31/2019	<ul style="list-style-type: none">▪ Meter Reads.▪ Arrange for install of surge suppressor and coordinate with Dan at Tri-Stone electric.

On May 15th the south pressure tank was cleaned and re-plumbed. Peter had pictures of the sediment that was in the tank. The tank walls appeared to be in good condition. This is a 3000-gallon tank as is the middle tank, which will be the next to be cleaned. The north tank is a bit larger and will probably take longer to be cleaned. It takes 3 men a full day to accomplish this task.

IT REPORT

Nick's report was received and will be posted on the website.

UNFINISHED BUSINESS

BILLING SOFTWARE

Mary has purchased a computer, which will be dedicated for running the software for the new billing system. Final details are being dealt with by White Mountain.

UPDATE ON SURGE PROTECTION

The surge protection has been installed and is now operative. It has an automatic reset and an alarm function. Peter noted that it does take up a significant amount of space.

UPDATE ON PRESSURE TANKS

This was reviewed in Peter's report.

LOW PRESSURE AT 635 PARAGON DRIVE

Mark is going to contact Lafayette to see if there is anything they might be able to do to increase the pressure at our main meter. Peter will measure the pressure at the main meter. Once we get this data, we will be able to make a decision on the best solution to the low-pressure problem.

UPDATE ON LEAD AND COPPER TESTING

Peter will look into what the problem is with the state.

NEW BUSINESS

CONSUMER CONFIDENCE REPORT

The CCR is completed.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

The reimbursement agreement was discussed, as Melanie Suits will be connecting to the system. Rick will see if he has a copy of the agreement so that the reimbursement costs can be determined.

A residence on Skyway Court had experienced a low water pressure problem and discussed it with Yvonne. This was determined to be an isolated problem as no other residences experienced the problem.

ADJOURN

A motion was made to adjourn by Yvonne Gates, seconded by Bill Hofgard and unanimously approved. The meeting was adjourned at 5:24 PM.

The secretary respectfully submits the above.

Robert Champ

6/10/2019



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June 7, 2019

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

RE: IT Consultant Status Report for June 10, 2019 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through June 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 May 13, 2019 Meeting Minutes.
 - b) Published the May 2019 Financials.
 - c) Published the June 10, 2019 Meeting Agenda.
 - d) Began the work of establishing the District's website development location being the new District's remote server. Installed Microsoft Expression Web 4. Transferred the website files over. Cleaned up some of the structure of the Forms and Reports pages. Resolving some issues with the Archived Consumer Confidence Reports. Reviewed this activity with WMTC.
- 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 May 13, 2019 Board Meeting to review the billing software project.
 - b) General Activities:
 - i) Apparently, training has been delivered. But no status has been communicated.
 - ii) New meter readings and account balances will need to be updated on the new billing system..
 - iii) Waiting on word that we are to go live, and then the interface between WMTC Billing System and Sensus AutoRead. will be defined.

New Issues or Comments

None.

Sincerely,

J. Nicholas Bennett
Principal