



EAST BOULDER COUNTY WATER DISTRICT

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Board of Directors Regular Meeting

St. Ambrose Episcopal Church

9 March 2020

Mark Johns (President) called the meeting to order at 4:08 PM. Those in attendance were the board members Yvonne Gates and Bob Champ. Mary Wagner (Bookkeeper), Nick Bennett (IT consultant) and Peter O'Brien (Operations) were also present.

PUBLIC COMMENTS

Marsh Lavenue was present as an elected board member, to be sworn in at the May board meeting.

SECRETARY'S REPORT

The minutes of the 10 February 2020 meeting were discussed. Mark Johns made the motion that we approve the minutes of the 10 February 2020 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. Mary went through the financial statements, noting that the Audit Exemption has been completed. The board approved the financial statements and the transactions.

SYSTEM OPERATIONS REPORT – 2/11/2020-3/9/2020

2/7/2020	<ul style="list-style-type: none">Generator Source was out to diagnose what the issue with the generator was.
2/11/2020	<ul style="list-style-type: none">Pump House check 0.90mg/l free.
2/19/2020	<ul style="list-style-type: none">Pump House check 0.96mg/l free.Collect sample at 7740 Spring Dr, deliver to lab.
2/20/2020	<ul style="list-style-type: none">Locate 881 Spring Dr.
2/21/2020	<ul style="list-style-type: none">Generator Source was out to collect specific model information to order parts.
2/27/2020	<ul style="list-style-type: none">Dustin Locate 11 Benchmark.
2/28/2020	<ul style="list-style-type: none">Generator source installed electrical control module for ignition system. It did not work. They reinstalled the old one, it worked for 30 minutes before not working.
2/29/2020	<ul style="list-style-type: none">Pump House check 0.93mg/l free.Meter Reads.Dustin emergency locate 335 Majestic View Dr.
3/2/2020	<ul style="list-style-type: none">Dustin locate 8 Benchmark.Dustin locate 841 Paragon.Dustin locate 7387 Panorama.Checked generator after repair guys were out to see how it was doing. Issue is still not fixed
3/4/2020	<ul style="list-style-type: none">Pumphouse check 1.03mg/l free.

3/9/2020	<ul style="list-style-type: none"> ▪ JR breakdown trees to be hauled away. ▪ JR pumphouse check 1.12mg/l free. ▪ JR meet Greg w/Generator Source at pump house to go over what has been done to generator so far. He determined that there is no power to the ECM to the engine. He has researched what could have caused this and will be out 3-10-20 to continue work on it.
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IT REPORT

Nick’s report will be posted on the website. It addresses the path for escrow with White Mountain as well as replacing Windows 7 on our computer, which is no longer supported. After discussing the options for replacing Windows 7 the board decided to replace the computer with a new laptop.

Yvonne Gates made the motion that we authorize Nick to purchase a Dell Latitude Laptop Computer and a disk drive to replace the existing computer for about \$700. Mark Johns seconded the motion, which passed unanimously.

Nick also noted in his report that the Doing Business with Us does address a customer’s request to shut off the water meter. The cost for this service is \$40, which today is less than the actual cost to the district. Therefore, Mark Johns made the motion that the actual cost of shutting off and turning on of the water supply to the residence is billed to the customer and the change be reflected in the Fees table. Yvonne Gates seconded the motion, which passed unanimously.

UNFINISHED BUSINESS

BILLING SOFTWARE ESCROW

As discussed in the IT report, Nick will work to wrap up the escrow agreement.

REVISIONS TO LINE EXTENSION REIMBURSEMENTS

Yvonne had a draft agreement with the Moellers that was prepared by our attorney. The board discussed the agreement and made some minor changes to the agreement, which our attorney will incorporate in the final document. In essence, the agreement extends the existing agreement until 2026.

Yvonne Gates also noted that the Wagner Agreement would not be affected by this agreement. She also noted that the remaining agreements could request a similar extension by writing one year prior to the expiration of the agreement. The district will notify those affected by writing one year prior to the expiration of the agreements.

UPCOMING ELECTION

Because the number of nominations received by the DOE did not exceed the number of vacant board positions, the DOE canceled the election. The notice was published in the Daily Camera and the board signed the necessary paperwork canceling the election. Mary Wagner (designated election official (DOE)) will send the necessary paperwork to the proper government agencies. Those elected to the board are Marsh Lavenue, Yvonne Gates and Bob Champ. After the May 5th election, they will be sworn in.

NEW BUSINESS

AUDIT EXEMPTION REVIEW AND APPROVAL

Mary had the audit exemption paperwork for signing and sending in to the state.

Yvonne Gates made the motion that we approve Resolution 2020-1 calling for an exemption from an Audit. Mark Johns seconded the motion, which passed unanimously.

The board signed the necessary paperwork.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Peter noted that the road to the pump house was quite muddy and becoming difficult to drive on. The board gave Peter the authority to get more road base, making the road more navigable. He will check with the homeowners regarding the adding of the road base and keep cost to a minimum.

Mark noted that we needed to formally designate Mary Wagner as the Designated Election Official in the December 2019 minutes. Mark Johns made the motion that we amend the December 2019 Minutes to show the appointment of Mary Wagner as our Designated Election Official. Yvonne Gates seconded the motion, which passed unanimously.

ADJOURN

A motion was made to adjourn by Yvonne Gates, seconded by Mark Johns and unanimously approved. The meeting was adjourned at 5:15 PM.

The secretary respectfully submits the above.

Robert Champ

3/9/2020