



# EAST BOULDER COUNTY WATER DISTRICT

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## Board of Directors Regular Meeting

Virtual Meeting Held with Zoom

13 April 2020

This meeting was held via videoconference due to the stay at home orders with respect to the coronavirus.

Mark Johns (President) called the meeting to order at 4:04 PM. Those in attendance via video were the board members Bill Hofgard, Yvonne Gates and Bob Champ. Mary Wagner (Bookkeeper), Nick Bennett (IT consultant) and Peter O'Brien (Operations) were also present. Rick Moeller (board member) joined the meeting as it was being adjourned.

### PUBLIC COMMENTS

Marsh Lavenue was present as an elected board member. Marsh was also kind enough to set up the videoconference.

### SECRETARY'S REPORT

The minutes of the 9 March 2020 meeting were discussed. Mark Johns noted that the minutes should be amended to show that Marsh Lavenue would be sworn in at the May regular board meeting. Bill Hofgard made the motion that we approve the minutes of the 9 March 2020 meeting, as amended. 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 went through the financial statements, noting that the taxes for the bonds would be paid at the end of June.

The board approved the financial statements and the transactions.

#### SYSTEM OPERATIONS REPORT –3/10/2020-4/11/2020

3/09/2020	<ul style="list-style-type: none"> <li>▪ Pump House check 1.12mg/l free.</li> <li>▪ Break down trees to be hauled away.</li> <li>▪ Meet Greg w/Generator Source at pump house to go over what has been done to generator so far, he found no power to the ecm.</li> </ul>
3/10/2020	<ul style="list-style-type: none"> <li>▪ Work on outlet (burned up), and order replacement block heater. Meet w Greg w/Generator Source he replaced ECM and unit now seems to be working. Rewired the fire pump, and called Rocky Mountain Fire to let them know system is now working automatically.</li> </ul>
3/11/2020	<ul style="list-style-type: none"> <li>▪ Collect sample 7780 Spring Dr and deliver to the lab.</li> </ul>
3/18/2020	<ul style="list-style-type: none"> <li>▪ Replace block heater and refill antifreeze.</li> <li>▪ Locate 712 Paragon and 7387 Panorama.</li> <li>▪ Pump House check 0.99mg/l free.</li> </ul>
3/25/2020	<ul style="list-style-type: none"> <li>▪ Pump House check 1.06mg/l free.</li> <li>▪ Locate 712 Paragon.</li> <li>▪ Added Antifreeze to generator</li> <li>▪ Programed generator to stop exercising until water pump is replaced.</li> </ul>
3/31/2020	<ul style="list-style-type: none"> <li>▪ Pump House check 1.01mg/l free.</li> <li>▪ Meter Reads</li> </ul>
4/8/2020	<ul style="list-style-type: none"> <li>▪ Pump House check 1.00mg/l free.</li> <li>▪ Collect sample at 880 Spring Dr and deliver to lab.</li> </ul>
4/9/2020	<ul style="list-style-type: none"> <li>▪ Met with Greg from Generator Source, he installed a new water pump.</li> <li>▪ Locate 712 Paragon and 526 Apollo.</li> </ul>

Peter noted that the generator is now working, and he will exercise it this week. The redundancies on the relocates were done because of inclement weather. Peter will read a meter, which is not being remotely read, due to high usage being noted by the resident. All the bills for the generator will be assigned to maintenance.

## **IT REPORT**

Nick's report will be posted on the website. The escrow agreement with White Mountain is in the process of being written. Nick is still in the process of purchasing a laptop computer noting that prices at this point are well above the \$700 mark.

## **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**

Mark noted that paragraph "d" in the agreement should be taken out as discussed previously and in paragraph "k" the word applicant should be changed to customer. Yvonne will contact our attorney with respect to these changes.

### **UPCOMING ELECTION**

Because there were no more nominations than available board seats, the election was canceled by the designated election officer Mary Wagner (DEO). Therefore, Marsh Lavenue, Yvonne Gates and Bob Champ were elected as board members. The oaths of office will be given to the newly elected board members at the May regular board meeting. The oaths may have to be given by videoconference if stay at home orders persists due to the coronavirus.

## **NEW BUSINESS**

### **ADJUSTMENT TO POLICIES DURING COVID-19 PANDEMIC**

The board discussed what could be done for our customers in lieu of this pandemic. It was decided that we could suspend interest charges on unpaid water bills until this situation is resolved.

Mark Johns made the motion that we approve suspending interest on unpaid water bills until the coronavirus pandemic is resolved. Yvonne Gates seconded the motion, which passed unanimously.

## **DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD**

Bill Hofgard will be leaving the board after this meeting. He has served in this position for eight years and his service is greatly appreciated. Nick will make the necessary changes on the website, noting that Marsh Lavenue will be replacing Bill.

Mary noted that payment of water bills by credit card could not be processed in our billing system at this time.

## **ADJOURN**

A motion was made to adjourn by Yvonne Gates, seconded by Mark Johns and unanimously approved. The meeting was adjourned at 4:36 PM.

The secretary respectfully submits the above.

Robert Champ

4/13/2020