



EAST BOULDER COUNTY WATER DISTRICT

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Board of Directors Regular Meeting

Virtual Meeting Held with Zoom

13 July 2020

This meeting was held via videoconference due to the coronavirus.

Mark Johns (President) called the meeting to order at 4:04 PM. Those in attendance via video were the board members Marsh Lavenue and Bob Champ. Mary Wagner (Bookkeeper), Nick Bennett (IT consultant) and Peter O'Brien (Operations) were also present. Yvonne Gates (Board member) was absent (excused).

PUBLIC COMMENTS

No members of the public were present.

SECRETARY'S REPORT

The minutes of the 8 June 2020 meeting were discussed. Marsh Lavenue made the motion that we approve the minutes of the 8 June 2020 meeting. Bob Champ 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 and the board approved the financial statements and the transactions.

SYSTEM OPERATIONS REPORT –6/09/2020-7/13/2020

6/17/2020	<ul style="list-style-type: none"> ▪ Pump House Check 1.20 mg/l free. ▪ Locate 7316 Empire Dr, 206 Barcelona ▪ Locate 7380 Panorama Dr. ▪ Change meter 7575 Panorama Dr. 81889561 ▪ Change meter 555 Apollo Dr. 85200655 ▪ Change radio (MXU) 7236 Spring Ct. 95230770 (repaired damaged cable, replaced antenna, waiting on new freeze plates (broken, not in stock)), ordered two replacement meters, and sent radio in for warranty evaluation.
6/22/2020	<ul style="list-style-type: none"> ▪ Shut off water 7739 Spring Dr. ▪ Locate 7526 Spring Dr. ▪ Locate 7274 Panorama Dr. ▪ Spoke to owners at 7236 Spring Ct. Pierre and Mylene referencing damage to meter pit (broken wires, antenna, freeze plate, and radio) from parking/driving over the meter pit, advised them to do something to stop this from occurring, and possible charges for the damage.
6/24/2020	<ul style="list-style-type: none"> ▪ Collect water sample at 736 Skyway Dr. ▪ Pumphouse check 1.06mg/l free.
6/30/2020	<ul style="list-style-type: none"> ▪ Meter Reads. ▪ Check Generator, alarm controls and air compressors.
7/01/2020	<ul style="list-style-type: none"> ▪ Work on Sensus meter readings with Sensus top tier technician, Sensus ended up resetting the database in auto read. now non-route meters are showing up as route meters. ▪ Worked on testing water flow/pressure at meter/house, replaced prv valve at 7509 Spring Dr. pressure was 40 psi upon arrival and 60 psi after replacing valve

7/08/2020	<ul style="list-style-type: none"> ▪ Pump house check 0.98mg/l free ▪ Collect sample 7560 Panorama Dr
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Peter discussed the 7 damaged valves in the street that needed to be repaired. He had e-mailed a description of the tool needed to extract the valve cover without damaging the surrounding pavement. The cost of the tool is \$3500 and the time to repair a damaged valve cover would be on the order of ten to twenty minutes, once familiar with the tool. It was thought that the cost saving over repaving would make the purchase of the Kerf Cutter Tool cost effective.

Marsh Lavenue made the motion that we approve the purchase of the tool. Mark Johns seconded the motion, which passed unanimously.

Prior to Peter purchasing the tool, he will check with the county as to what the procedure is for doing such repairs.

Peter also noted that he had talked to a generator maintenance firm regarding the maintenance of our generator (Energy Management) and thought they seemed more capable of doing the maintenance on the generator.

IT REPORT

Nick noted that the standard postings were put on the website. He also noted that he purchased a compatible laptop computer for district use for about \$600. An external CD drive was also purchased for about \$50.

UNFINISHED BUSINESS

BILLING SOFTWARE ESCROW

The board reviewed the proposed escrow agreement and proposed changes were e-mailed to Nick. The document should be finalized by the next regular board meeting.

EXTENDED MOELLER EXTENSION AGREEMENT

Mark talked to our attorney and noted that the minor changes had been made to the agreement and that it was ready to execute the agreement with the Moeller's.

Mark Johns made the motion that we extend the agreement with the Moeller's. Marsh Lavenue seconded the motion, which passed unanimously.

Both parties will sign the agreement and the monies collected from the Suites inclusion will be appropriately distributed.

CCR Report

The CCR was referenced in the latest billing and it is thought that it is now finalized. Mark will talk to Yvonne to make sure that we satisfied our obligation.

NEW BUSINESS

Rick Moeller Resignation

Rick submitted his letter of resignation to the board on 2 July 2020. Rick served on the board for 18 years and his service is greatly appreciated. Marsh Lavenue made the motion that we accept Rick's resignation. Bob Champ seconded the motion, which passed unanimously. This resignation leaves a vacancy on the board.

Swearing in of Board Members

The board members have been sworn in and Mary has filed all the necessary paper work with the state.

Election of Board Officers

This topic was tabled until the next meeting.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Mary has included Marsh with respect to getting SDA information.

Yvonne has a person who may be interested in the vacant board position and has e-mailed the board her resume. This will be discussed at the next meeting.

Marsh brought up the point that the board should discuss a succession plan and identify skills that may be desired in new board members.

ADJOURN

A motion was made to adjourn by Marsh Lavenue, seconded by Bob Champ and unanimously approved. The meeting was adjourned at 5:24 PM.

The secretary respectfully submits the above.

Robert Champ

7/13/2020