



EAST BOULDER COUNTY WATER DISTRICT

P.O. Box 18641, BOULDER, COLORADO 80308-1641
 303.554.0031 ♦ WWW.EASTBOULDERWATER.COM

Board of Directors Regular Meeting

Virtual Meeting Held with Zoom

10 August 2020

This meeting was held via videoconference due to the coronavirus.

Mark Johns (President) called the meeting to order at 4:00 PM. Those in attendance via video were the board members Marsh Lavenue, Yvonne Gates and Bob Champ. Mary Wagner (Bookkeeper), Nick Bennett (IT consultant) and Peter O'Brien (Operations) were also present.

PUBLIC COMMENTS

Catherine Gee was also present as a member of the district interested in filling the vacant board position.

SECRETARY'S REPORT

The minutes of the 13 July 2020 meeting were discussed. Yvonne Gates made the motion that we approve the minutes of the 13 July 2020 meeting. Marsh Lavenue 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 noted that we are still short about \$5800 in tax payments and interest income for the year is down. Mary will hold the mailing of the reimbursement agreement checks until the agreement is finalized.

Mary went through the financial statements and the board approved the financial statements and the transactions.

SYSTEM OPERATIONS REPORT –7/13/2020-8/10/2020

7/15/2020	<ul style="list-style-type: none"> ▪ Pump House Check 0.98 mg/l free. ▪ Update CDPHE Emergency Action Plan ▪ Photograph 7 broken valve boxes that need repair
7/18/2020	<ul style="list-style-type: none"> ▪ Jay Locate 7526 Spring Dr.
7/22/2020	<ul style="list-style-type: none"> ▪ Pump house check 1.06mg/l free ▪ Locate 7739 Spring Dr. ▪ Locate 7210 Empire Dr. ▪ Locate 106 Barcelona Dr.
7/28/2020	<ul style="list-style-type: none"> ▪ Locate 841 Paragon.
7/29/2020	<ul style="list-style-type: none"> ▪ Pump house check 0.93 mg/l free
7/30/2020	<ul style="list-style-type: none"> ▪ Water in trench at 7526 Spring Dr. New construction, tested water no chlorine suspect water is ground water. I talked with owner, contractor, and Mark Johns.
7/31/2020	<ul style="list-style-type: none"> ▪ John to get tank to fill and diagnose the valve not functioning. ▪ Repair valve ▪ Answer calls, coordinate efforts, and clean mud and debris from inlet valve.
8/02/2020	<ul style="list-style-type: none"> ▪ Manually cycled valve to clean, pulled up on stem to clear. ▪ Last fill 8-1 @ 550 am, resolved 8-2 @ 630 am

8/05/2020	<ul style="list-style-type: none"> ▪ Pump house check 0.85 mg/l free ▪ Locate 841 Paragon ▪ Locate 770 Paragon ▪ Drop off Lead and Copper bottles
8/08/2020	<ul style="list-style-type: none"> ▪ Valve cycled to clear ▪ Last fill 8-7 @ 840 pm, resolved 8-8 @ 8 am
8/09/2020	<ul style="list-style-type: none"> ▪ Valve cycled, did not clear ▪ Water shut off around 830 pm ▪ Last fill 1150 am
8/10/2020	<ul style="list-style-type: none"> ▪ Remote checks and clear debris from valve by manually opening. ▪ Valve cycled, manually pulled up on stem to clear

Peter noted that he would clean the input valve again to remove any debris that may be causing the improper functioning of the valve (the debris is thought to be caused by the Lafayette Main break). Peter is also monitoring the shutting off of the valve. Because of the loss of water due to the malfunctioning of the valve our water usage will be high. Peter will read the Master Meter so that we might have some data to try and come to some reckoning as to the amount of water lost. This will help in the event we try to get some cost alleviation from Lafayette.

Mark and Peter are still working on what is necessary for a license for right of way when repairing the valves that are in the road.

Peter will also relocate the pump house emergency light so that it is more visible.

Also discussed was the possibility of adding a gage to the storage tank showing the level of water in the tank.

IT REPORT

Nick’s report will be posted on the website.

UNFINISHED BUSINESS

BILLING SOFTWARE ESCROW

The latest draft of the agreement has been sent to the board for review. It was discussed as to what the next step in the process of finalizing the agreement would be. It was decided that after our final review we should send to our attorneys for their review prior to submitting to White Mountain.

EXTENDED MOELLER EXTENSION AGREEMENT

The agreement has not yet been finalized. Once completed the payments will be made to the appropriate parties.

NEW BUSINESS

SYSTEM OR METHOD OF NOTIFYING DISTRICT EN MASSE

Because of the recent Lafayette Water main break, which affected the district, our higher altitude residences were without water for a period of time and were unaware of the Lafayette supply problem. Methods of getting information out to the district were discussed (reverse 911 calls, etc.). How we might do this is still to be determined.

Election of Board Officers

Mark Johns made the motion that we appoint Marsh Lavenue as Vice President of the district. Bob Champ seconded the motion, which passed unanimously.

Marsh Lavenue made the motion that we appoint Mark Johns as President of the district. Yvonne Gates seconded the motion, which passed unanimously.

Mark Johns made the motion that we appoint Bob Champ as Secretary of the district. Yvonne Gates seconded the motion, which passed unanimously.

Mark Johns made the motion that we appoint Yvonne Gates as Treasurer of the district. Marsh Lavenue seconded the motion, which passed unanimously.

Mary and Nick will take care of the necessary postings, etc.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

Catherine has expressed interest in the board vacancy and will attend the next meeting when the board will discuss the possibility of appointing her to the vacancy.

Bill Hofgard (prior board member) recently passed away. It was a pleasure having him on the board and he will be missed. Mark and Marsh as Bill's neighbors will do something to commemorate his time on the board.

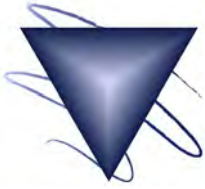
ADJOURN

A motion was made to adjourn by Yvonne Gates, seconded by Mark Johns and unanimously approved. The meeting was adjourned at 5:20 PM.

The secretary respectfully submits the above.

Robert Champ

8/10/2020



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August 9, 2020

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

RE: IT Consultant Status Report for August 10, 2020 Board Meeting

Dear Board:

The following are the activities during this period. Activities performed through August 7, 2020 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.

1. None.

General IT Consulting Activities

1. Website Maintenance
 - a. Published the July 13, 2020 Meeting Minutes.
 - b. Published the July 2020 Financials.
 - c. Published the August 10, 2020 Meeting Agenda.
 - d. Updated the News Alerts on the Home page for the City of Lafayette water main break.
 - e. Updated the News Alerts on the Home page for the virtual meeting that will be held on August 10, 2020.
2. IT Maintenance
 - a. System Maintenance on New Laptop
 1. Installed the outstanding fixes for the system.
 2. Installed the DVD drive.

General Support

1. New Billing System
 - a. Received the new Dell Latitude Laptop and USB DVD drive.
 - b. The Escrow Agreement document major content has been created and general terms and conditions have been added for further review. Consolidated the feedback from Rick and Marsh into a new draft of the document and sent it out for review by the Board. The next step is to finalize this draft and then submit to the attorney for review.
2. SDA Cybersecurity Survey

Completed the survey provided by the Colorado Homeland Security and All-Hazards Senior Advisory Committee (HSAC) and its HSAC Cybersecurity Subcommittee.

New Issues or Comments

- a. None.

Sincerely,

J. Nicholas Bennett
Principal