

**Pinewood Springs Water District  
Special Hearing & Regular Meeting Agenda December 14th, 2023**

**Special Public Hearing  
Water Main Replacement Infrastructure Project  
Public Input**

Adjourn to our Regular Meeting  
via a different Zoom link.

**Regular Water Board Meeting\***

**Regular Meeting**

of the Board of Directors of the Pinewood Springs Water District's Water Enterprise. Conducted via Zoom.

**Board Members Present:** Stephen Stewart, Kim Bologna, Dan Robinson, Patty Peritz **Absent:** None

**District Employees Present:** Gabi Benson, Bobby Longworth **Absent:** None.

**Community Members Present:** Ardean Johnson, Danielle Andres, Evan Jones, Greg Steed, Lora Larson, Dick Wilcox

Establish a quorum: Yes.

Meeting opened at 8:14 PM

**Review vacancy and appoint new Board Member**

There were three candidates interested in filling the vacant position, Danielle Andres, Ardean Johnson, and Evan Jones. Steve interviewed all three. Board discussion followed.

Patty moved to appoint Evan Jones to fill vacant Board position. Dan seconded. Further discussion -- None.

**Passed unanimous.** Evan took the Oath of Office and was sworn in as the new Board member.

**Evan is welcomed into the Board.**

**New Business:**

**Mil Certification** – The District uses Mil Levy funds to pay off loans. There is no discretionary funding using Mil Levy funds. We know exactly how much money we need to collect to meet contractual obligations.

**Motion:** Steve moved to certify Mil Levy for the District as calculated TBD. Dan seconded. Further discussion -- None.

**Passed unanimous.**

**Resolution for Meeting Notice Posting:** Meetings are held the 4<sup>th</sup> Wednesday of the month. The November meeting will be held the Thursday before Thanksgiving, November 21<sup>st</sup>. The December meeting will be held before December 15<sup>th</sup> Mil Certification deadline, December 12<sup>th</sup>.

**Motion:** Steve moved to adopt resolution for meeting dates for 2024. Kim seconded. Further discussion -- None.

**Passed unanimous.**

Patty requested copies of signed resolutions and new oaths be sent to Board Members.

**SDA** – Tabled until next meeting.

**Dola Website and other District Clerk Duties** – Board discussion pursued.

**Old Business:**

**Insurance Renewal** – Policy renewed.

**CWPP** – Tabled until next meeting.

**Credit Card** - Board discussion pursued. District's bank does not provide a main control card for the business with users added to the account under the control card. In order to submit a business credit card application for the District, Gabi had to provide personal

information. Application in process. Evan will search for alternatives with banks that will provide business control card without having to provide employee personal information.

**Employee Search** - Efforts to hire a water system operator are ongoing.

**SRF** – Water main replacement infrastructure project update. Engineering services were secured with Merrick Engineering, Greg Steed.

**District record storage options** – Tabled until next meeting.

**New Customer Issues:** High users –

399 May at 68,300. Line leak. Customer sent letter requesting leniency.

**Motion:** Steve moved to lower excess usage rate to service line leak rate which is half of the normal overage. Dan seconded. No further discussion and the motion **Passed unanimously**.

**Reports:**

1. **Administrative Clerk:** Details covered in the reports provided.
2. **Water Superintendent/ORC – Bobby:** Super's report provided.
3. **Approval of minutes: Motion** – Steve moved to accept the minutes from the November meeting with additions provided. Dan seconded. Further discussion – none. **Passed unanimously**.
4. **Board Discussion – Motion** – Steve moved to increase Cam's wage to \$25/hour. Dan seconded. Further discussion – none. **Passed unanimously**.  
End of year employee bonuses were discussed. **Motion** - Steve moved to give end of year bonuses, Gabi \$500, Bobby \$500, and Cam \$100. Dan seconded. Further discussion – none. Evan abstained. **Passed unanimously**.

**Special Note:** District Bills Payable have been submitted and approved for the month of November.

**Motion:** Steve moved to adjourn the meeting at 11:13 PM. Kim seconded. Further discussion – none. **Passed unanimously**.

*Respectively submitted by Patty Peritz, PSWD Board Secretary.*

*Approved 01/24/2024*