

**Minutes of the Regular Meeting of the Board of Directors of the
Pinewood Springs Water District's Water Enterprise
8/25/99**

The regular meeting of the Board of Directors of the Pinewood Springs Water District's Water Enterprise, Larimer County, Colorado, was held in accordance with the applicable statutes of the State of Colorado on 8/25/99 at the Pinewood Springs Firehouse. The meeting was called to order at 7:07PM by President Mike Keilty.

ATTENDANCE: The following directors were present constituting a quorum: Gary Clements, Mike Keilty, Meg Rotan and Linda Mootsey. Also present were Senta Andre (office mgr), Mark Hanson, Fred Navarro, Bernadette Navarro, Pat Clements, and Robin Pauley, Anna Cameron, Erica Downing, Wally King, Tom Argue, Frank Novak, and Jonathan Hummel.

SPECIAL REPORT FROM FRANK NOVAK: Plan to meet with Frank Novak on 8-29-99 at 9:00am to review plans for plant construction. Frank is continuing to work on the plant project.

CUSTOMER CONCERNS: 1. Tom Argue, 66 Mohawk, reports an increase in his water meter readings ever since a leak was fixed at his meter pit. Avg. use 2400gals/month, now 5600gals/month. Mark will check it on 8-27-99, will pay his current bill.

2. Erica Downing is selling her property which has a service lateral across it with dirt mounded on top. Customer requested line be moved and buried prior to sale of property. Mike Keilty motioned to not take any action at this time. passed unanimously

Ms. Downing requested the Board put in writing for her that no action will be taken. Mike Keilty motioned to not put it in a written form to the customer. No second made. Discussion: Talked to attorney re: putting anything in writing.

3. Wally King wanted to know if the Water District equipment could be used by the other Boards in PWS, particularly the backhoe and dumptruck. He brought up old discussions between the Boards and Bob Kirby, attorney. Mike Keilty reviewed the Water District's history of preliminary discussions with the Road Board re: sharing equipment, but nothing had come of those discussions. Mike said the Water Board would be open to proposals. Jonathan Hummel commented it is usually a doable situation, but he would have to examine the Road Board's setup first.

4. Fred Navarro submitted a written request to exempt his 0 usage base fee on Lot 3 in the 9th filing at 385 Cree Ct.—see letter. Mike Keilty motioned to deny the request. passed unanimously

5. Letter from Ken Brown requesting permission to fill indoor lap pool-approx. 5000gals. Gary Clements motioned to deny the request. passed unanimously Mike Keilty to write a letter to Mr. Brown with cc to home owner.

NEW BUSINESS: 1. Service station/convenience store planned for property next to La Chaumiere. The Board is concerned re: potential leaking of gas tanks close to Water District property with facility for transfer of water. Action: Have Rick Englund do find and flag on our property. Mike Keilty would also like Englund to find and flag filtration plant, Crescent Lake, and a few other properties.

2. Mike Keilty would like the Board to start thinking about disaster planning. Mark Hanson added that by the year 2003 a plan needs to be in place for contamination of water sources and identification of water sheds needs to be done.

MINUTES: Minutes of the July meeting were accepted as read.

Motion to accept by Mike Keilty Unanimously accepted

OFFICE MGR'S REPORT: The bacteriology reports were acceptable. 15 friendly reminders were sent, and 5 disconnect notices. Hold off on lien on property with overdue bill, customer usually pays by December. Linda and Meg to work on a generic letter to high usage customers.

TREASURER'S REPORT: Revenue and expenses for the month were \$25,403.98 and \$10,743.05. Net income of 14,660.97. July's revenue and expenses reflect positive variances. Linda still working with Sandy on format of treasurer's report.

WATER TECHNICIAN'S REPORT: Property cleanup at firehouse-Mark needs to rent a blowtorch to cut up pipe, estimates a dump truck load. Mark will work on the CCR report.

OLD BUSINESS: 1. Gary Clements brought up a discrepancy he found in the old records re:prepaid tap fees for Lots 17,18, and 19 in the 10th filing. It is unclear how many prepaid tap fees there are and for which properties. Senta to write to owners of Lot 17 and 18 requesting evidence of tap fees being paid. Lot 19 moved to unpaid tap fee list.

2. Discussion of record retention and storage, Linda supplied some written guidelines.

Adjourn to executive session to discuss personnel issues.

Return to regular session.

Mike Keilty made a motion to adjourn. The meeting was adjourned at 10:50PM.

Respectfully submitted,