

RESOLUTION CONCERNING POSTING OF NOTICE OF REGULAR MEETINGS
of the
PINEWOOD SPRINGS WATER DISTRICT

WHEREAS, Section 32-1-903, Colorado Revised Statutes, requires that the Board of Directors of the Pinewood Spring Water District ("District") shall meet regularly at a time and in a place designated by the Board; and

WHEREAS, Section 32-1-903, Colorado Revised Statutes, requires that the District post notice of regular meetings in at least three public places within the boundaries of the District and at the offices of the Clerk and Recorder of Larimer county, and

WHEREAS, Section 24-6-402, Colorado Revised Statutes, requires that the District designate by resolution its places for posting said notices

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PINEWOOD SPRINGS WATER DISTRICT, THAT

- 1 Regular meetings shall be held the fourth Wednesday of each month at 7:00 p.m., at Pinewood Springs Fire Station No. 1, Pinewood Springs Subdivision, Larimer County, Colorado
- 2 District personnel shall post notice of said regular meetings, as shown in Exhibit A attached hereto and incorporated herein by this reference, at the following three public places within the boundaries of the District

- A. Firehouse at 61 Kiowa Road
- B. Bulletin Board at 12,000 A. St. VRAIN
(Highway 36)
- C. 183 Cree Court WTP

- 3 The attached notice of regular meetings shall also be transmitted to the Clerk and Recorder of Larimer county for posting in that office

ADOPTED BY MAJORITY VOTE OF THE BOARD OF DIRECTORS OF THE PINEWOOD SPRINGS WATER DISTRICT THIS 24th DAY OF JANUARY, 2001.

SEAL


Mike Keilty, President

ATTEST


Gayle Clements

NOTICE OF REGULAR MEETINGS

PINEWOOD SPRINGS WATER DISTRICT

NOTICE IS HEREBY GIVEN that the Board of Directors of the PINEWOOD SPRINGS WATER DISTRICT, of the County of Larimer, State of Colorado, will hold regular meetings beginning at 7:00 p.m. on the fourth Wednesday of each month at Pinewood Springs Fire Station No. 1, Pinewood Springs Subdivision, Larimer County, Colorado, for the purposes set out in the agenda attached hereto and incorporated herein by this reference and for the purpose of conducting any other business that may come before the Board.

These meetings are open to the public.

BY ORDER OF THE BOARD OF DIRECTORS;
PINEWOOD SPRINGS WATER DISTRICT

A G E N D A

PINEWOOD SPRINGS WATER DISTRICT REGULAR BOARD MEETINGS

1. Approval of Minutes
2. Administrative Reports
3. Financials
4. Unfinished Business
5. New Business
6. Adjournment

Dated this 24th day of January, 2001,

EXHIBIT A

Agenda

PSWD-WE

January 24, 2001

Meeting Format: *The meeting will commence at 7PM. In order promote attendance and customer involvement, the agenda has been arranged so that customer issues are discussed at the beginning of the session. Regular business operational issues are discussed following the customer issues.*

Agenda review & approval

Update Rules and Regulations

Customer concerns

Reservoir discussion - actions (Continuing discussions)

Emergency Water Plan Status

Water production status

Discussion - emergency water rate structure and emergency reserve funds

Professional's report *(This report will be presented to the directors in writing and will be reviewed only if there are specific questions.)*

Chemical pit improvement project - Crescent Lake Station & Pit 8

New storage tank status

Acceptance of November meeting, December critical issues meeting and December emergency meeting minutes

Administration clerk's report *(This report will be presented to the directors in writing and will be reviewed only if there are specific questions.)*

Treasurer's report *(The board expects to review the hauling expenses)*

Technician's report *(This report will be presented to the directors in writing and will be reviewed only if there are specific questions.)*

Old business

New business

Executive session *(Personnel discussion if necessary)*

Adjournment

Minutes of the Regular Meeting of the Board of Directors of the Pinewood Springs Water District's Water Enterprise

1-24-01

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 1-24-01 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: Mike Keilty, Gary Clements, Linda Mootsey, Andrew Sharp and Meg Rotan. Also present were Frank Novak, Ror Savage, Renee Meyers, Jim Wendell, Lance Brill, Tom Adams and Mark Upton.

UPDATE ON THE RULES AND REGULATIONS:

Gary Clements proposed a change to the "Disputed Water Bill Adjustment Procedure"-see attached proposal. Mike Keilty wanted the motion tabled until the next meeting to give the Board members time to think about whether this should be put in the Rules and Regulations rather than be just a procedure. We also need to set up a system re: standard procedures for future Boards information. No second on the motion; proposal tabled.

SPECIAL REPORT FROM FRANK NOVAK: Frank suggests taking core samples at Crescent Lake to determine if dredging would be helpful. Mike Keilty motioned to spend up to \$5000 on core sampling
Approved unanimously

CUSTOMER CONCERNS: 1. Jim Wendell inquired about ways he can maintain his property value by finding water sources. He already investigated having his own well (no permit granted, putting in a storage tank (could not be connected to the water district).

2. Lance Brill presented his high water bill from a hot water tank leak for consideration to reduce the bill based on his taking action in a timely manner. Negotiated with the Board to reduce his bill from \$2700 to \$2000 to cover normal usage plus the cost of hauling the excess.
3. Account # E-059 is asking for a payment schedule until the bill is paid in full. The disconnection notice fee will not be waived, and interest will accrue. The Board accepted the payment schedule proposed and Renee will notify the customer.
4. 655 Kiowa has a delinquent bill which was only paid 2/3 on 1-24-01. Customer is asking for water not to be shut off, and the balance of the bill will be paid by 1-25-01. Approved by the Board to wait for full payment on 1-25-01.

EMERGENCY PLAN STATUS:

No rate increase needed currently to fund hauling for at least another month.

Reservoir-Frank has been doing some initial research with the DOW in regard to Crescent Lake fishing licenses. Number at the lake is from the old system of issuing licenses for private lakes and no longer applies. He investigated the earliest geological surveys and the State Engineers Office acknowledged the Crescent Lake is a diversion lake. He thinks we will need to get the water attorneys and maybe engineers involved if anything is to be done at the lake, Andy will try to set a meeting with Don Brazleton to address issues related to BEM, Crescent Lake and new wells.

MINUTES: Minutes of the 12-18-00 and 12-31-01 special meetings were accepted as read.
Motion to accept the minutes made by Gary Clements Approved unanimously

OFFICE MGR'S REPORT: 7 friendly reminders and 3 disconnect notices were sent. Acceptance of Worker's Compensation insurance through SDA. Water tests for January were acceptable.

TREASURER'S REPORT: Linda is working with Carl Henderson on updated information for the audit. She would like to move an operational CD from the bank in Estes Park to Colorado Trust.

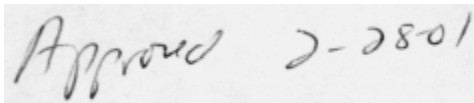
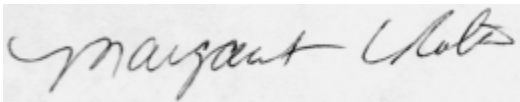
WATER TECHNICIAN'S REPORT: Ron thinks he can purchase a chlorine analyzer to fit in with the filtration system. He will check on current prices. Gary asked Ron to remove pipe from May Ave. Ron fixed the well line on Deer Lane which had a big hole.

NEW BUSINESS: 1. Resolution re: posting of notices of regular meetings of PWSWDWE
Mike Keilty made a motion to pass a resolution concerning posting of regular meetings of the PWSWDWE-see attached. Approved unanimously

Adjourn to executive session at 10:20PM to discuss personnel issues. Return to regular session at 11:15PM.

Mike Keilty made a motion to adjourn the meeting at 11:15PM. Approved unanimously

Respectfully submitted,



Pinewood Springs Water District

Operational report January 2001

Date: Wednesday, January 24, 2001

From: Ron Savage Water Supervisor

Total water production January 1st through 23rd

742,557 gallons

267,400gallons from river

354,000 gallons hauled

121,157 gallons from wells

Water breaks: Well line on Deer Ln @ Grape property

All water meters read

Three frozen water meters.

Vic Mootsey completed Water School in Boulder

Proposal to Revise the Disputed Water Bill Adjustment Procedure

The original proposal adopted on August 28, 1996 was based on the water rates in effect at the time. Now that water rates have been changed this procedure needs to be revised to reflect our current and future water usage rates.

The purpose of the original proposal was to establish a standard rationale for adjustment of customer water bills when a dispute arises; and to ensure the equitable settlement of charges which deviate from the established billing procedure. Customers who experience leaks in their water system downstream of the residence meter are often faced with an abnormally high monthly bill. This procedure will allow for some financial relief to those customers the board feels have acted with diligence when a loss of water has occurred.

My proposal is to restate the original proposal as follows:

- 1 As currently practiced, decisions to adjust the billing are based upon the presentation of a request to the PSWD Board of Directors either by appearance at a board meeting or in writing.
2. Require evidence of timely action by the customer which corresponds to a period within two days of notification by the PSWD that there is a leak. The incapability of the PSWD to identify and locate a leak and to notify the customer shall not be deemed the responsibility of the PSWD. It is the customer's responsibility to notify PSWD upon discovery of a leak so the water can be shut off promptly.
- 3 Adjustment of bill such that consumption of 6,001 gallons and greater quantities are billed at the 3,001 to 6,000 gallon rate.

Example using current rates (1/24/01): Customer usage is 11,500 gallons.

Current bill:	Base rate	\$48.00
Usage	0-3,000 gal (.10/100)	\$3.00
	3,001-6,000 gal (.50/100)	\$15.00
	6,001-9,000 gal (3.00/100)	\$90.00
	<u>9,001-11,500 gal (5.00/100)</u>	<u>\$124.95</u>
	Total	280.95

Adjusted bill:	Base rate	\$48.00
Usage	0-3,000 gal (.10/100)	\$3.00
	3,001-6,000 (.50/100)	\$15.00
	<u>6,001-11,500 (.50/100)</u>	<u>\$27.50</u>
	Total	\$93.50

Proposed by Gary Clements, January 23, 2001

Pinewood Springs - December Usage

Date	Beginning Storage Tank Level	Production from Plant	Production from Wells	Longmont Water Haul	Total input to Storage	Usage	
12/1/00	582,516	41,000	2,100		43,100	32,870	
12/2/00	592,746	23,400	2,360		25,760	24,242	Sat
12/3/00	594,264	39,000	2,050		41,050	40,540	Su.
12/4/00	594,774	9,700	1,850		11,550	23,898	
12/5/00	582,426	27,900	950		28,850	30,056	
12/6/00	581,220	18,300	1,780		20,080	26,020	
12/7/00	575,280	40,600	4,060		44,660	43,544	
12/8/00	576,396	15,300	6,010		21,310	20,662	
12/9/00	577,044	24,000	6,150		30,150	26,778	Sat
12/10/00	580,416	22,700	4,440		27,140	32,210	Sun
12/11/00	575,346	26,400	5,070		31,470	31,536	
12/12/00	575,280	39,000	5,300		44,300	31,190	
12/13/00	588,390	24,900	4,750		29,650	35,590	
12/14/00	582,450	37,900	6,810		44,710	33,880	
12/15/00	593,280	15,300	5,850		21,150	40,446	
12/16/00	573,984	25,500	4,850		30,350	52,370	Sat
12/17/00	551,964	39,200	5,690		44,890	50,008	Sun
12/18/00	546,846	12,500	5,050		17,550	48,996	
12/19/00	515,400	15,000	6,730		21,730	36,244	
12/20/00	500,886	23,900	4,590		28,490	37,022	
12/21/00	492,354	10,400	4,910		15,310	39,964	
12/22/00	467,700	14,000	6,530		20,530	29,776	
12/23/00	458,454	15,000	7,650		22,650	38,910	Sat
12/24/00	442,194	11,800	6,960		18,760	35,020	Sun
12/25/00	425,934	8,800	6,660		15,460	33,574	
12/26/00	407,820	17,700	7,510	12,000	37,210	37,924	
12/27/00	407,106	13,800	7,530	24,000	45,330	32,910	
12/28/00	419,526	19,200	6,000	24,000	49,200	30,930	
12/29/00	437,796	15,400	6,480	36,000	57,880	49,552	
12/30/00	446,124	14,500	6,510	0	21,010	48,058	Sat
12/31/00	419,076						

January 24, 2001

To: Mr. Mike Keilty, and Members of the District Board

From: Frank L. Novak

Re: Status Report

1) Chemical Pit Improvements

A) Crescent Lake-On line

B) Pit #8-postponed till Spring

2) 500 K Tank Project

The Eidson Brown Minneapolis Tank Company has acknowledged receipt of the Notice to Proceed. The next step is for them to submit their shop drawings to us for our review and approval of their foundation and tank design.

3) Acceptance by the Colorado Department of Public Health and Environment of "satellite" . (or separate and remote treatment facilities) such as the Crescent Lake and the Southside systems

A question had been raised as to whether or not the output from our small well supply systems, such as Crescent Lake and the Southside facilities, may have to be directed to the District's main plant for treatment before entering the distribution system. In a conversation with engineering personnel at the CDPHE, I was advised that as long as the treated water from any such remote system meets the Department's criteria, such water may enter the distribution system at the location of the remote facility.

Both the Crescent Lake and the Southside facilities are equipped with fabric bag filters, in addition to the chlorination and chemical feed equipment for Ph control, and are subject to being adjusted as necessary to comply with CDPHE requirements.



Pinewood Springs Water District
Water Enterprise

Administrative Clerk's Report

January 24, 2001

1. 3 disconnect notices were sent. One paid the past due amount yet still owes the current amount and \$25.00 fee. One has contacted me and is unable to attend the meeting but is having major financial problems due to a divorce. I requested he make up a payment schedule having the account current by the end of the year. The third are the renters at 655 Kiowa. They have not contacted me nor have they paid the total due \$611.17. The rental manager has been notified. 7 friendly reminders were mailed out.
2. Rules and Regs were updated and 10 copies were made.
3. Acceptance of Workmans comp insurance was sent in to SDA and paid to receive a \$100.00 discount. A corrected quote from the Pinnacol was finally received. It was still \$500 higher than SDA's Quote.
4. Liability Insurance was also renewed through SDA for \$6,242. This insurance is for the buildings, the filtration unit and auto insurance.
5. All 2000 paperwork was gathered and taken to Carl Henderson on January 17, 2001.
6. Residents with leaks were invited to the January 24, 2000 meeting. Mr. Brill & Ms. Self.
7. Insurance papers were filed regarding Ron's accident on the 26th of December. The insurance company would like us to get 2 estimates for repairs on the truck.
8. Water Tests for January were acceptable.
9. January 1, 2001 billing info: Gallons Billed For - 724,000 258 Customers

Water Charges	\$ 4,670.90	AvgChg. \$ 67.40
Base Rate	\$12,720.00	
Disconnect fee	\$ 75.00	
<u>NSF Fee</u>	<u>\$ 20.00</u>	
Total Charges	\$17,485.90	

NSF's 2 (1 December, 1 January)

Total gallons Pumped: 1,104,550 gallons

FOR THE PAY PERIOD
11/26/00 Thru 12/24/00

	Frank	Ron	Mark	Vic	Renee	TOTAL
ADM		14.00			75.00	89.00
BH						0.00
BHM						0.00
BT						0.00
CC		19.00				19.00
CH						0.00
CI	43.00	4.00	4.00			51.00
CL		37.00				37.00
CS		2.00				2.00
DT						0.00
FP		70.00				70.00
GM						0.00
HOL						0.00
LC						0.00
LR						0.00
LW						0.00
MPI						0.00
MRD						0.00
MRR				9.00		9.00
PR		2.00				2.00
RS						0.00
SD		9.00				9.00
SM		26.00	2.00			28.00
SS						0.00
TM						0.00
WB		17.00	12.00			29.00
WH	0.50					0.50
Lake	6.00					6.00
TOTAL	49.50	200.00	18.00	9.00	75.00	345.50

4wk=160hr

FOR THE PAY PERIOD
12/25/00 Thru 1/21/01

	Frank	Ron	Mark	Vic	Renee	TOTAL
ADM					82.00	82.00
BH						0.00
BHM						0.00
BT						0.00
CC		19.00				19.00
CH						0.00
CI	1.75					1.75
CL		13.00				13.00
CS						0.00
DT						0.00
FP		36.00				36.00
GM						0.00
HOL						0.00
LC						0.00
LR						0.00
LW						0.00
MPI						0.00
MRD				8.50		8.50
MRR						0.00
PR						0.00
RS						0.00
SD						0.00
SM		22.00				22.00
SS				34.00		34.00
TM				1.00		1.00
WB						0.00
WH	46.25	42.00				88.25
Lake						0.00
TOTAL	48.00	132.00	0.00	43.50	82.00	305.50

4wk=160hr