

**Minutes of the Regular Meeting of the Board of Directors of the
Pinewood Springs Water District's Water Enterprise
1-23-02**

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 1-23-02 at the Pinewood Springs Firehouse. The meeting was called to order at 7:05PM by President Gary Clements.

ATTENDANCE: The following directors were present constituting a quorum: Gary Clements, Andy Sharp, and Linda Mootsey. Meg Rotan arrived during the treasurer's report. Also present were Frank Novak, Ron Savage, Cheri Brown, and several customers-see attached list.

CUSTOMER CONCERNS: Gary Clements addressed the continuing water alert status and passed around the production report.

1. Mike Keilty questioned why the plant is run 10 hours/day one day and 2 hours/day the next, etc. Ron Savage indicated he runs the plant as long as there is water available.
2. Win Knechtel asked how much it would cost to automate the plant. Ron and Frank will look into that and get back to the Board as soon as possible.
3. Mark Upton asked how the pump worked. Ron explained the system.
4. Jim Wendell wanted to know if the grant money could be used toward automation. It is only for planning.
5. Mr. Drabowsky asked how many customers used over 6000gals./month. Gary read the number from the usage list.
6. Gary read customers comments sent via email.
7. Don Duchow expressed anger about nothing getting done.
8. Win Knechtel volunteered to help as an engineer, particularly with Crescent Lake. Gary gave an update on the status of Crescent Lake. Andy updated information on alternate reservoirs.

MINUTES: Minutes of the 12-13-01 meeting were accepted with corrections. Linda Mootsey motioned to accept the minutes. Approved unanimously

ADMINISTRATIVE CLERK'S REPORT: 3 disconnect notices were sent in January, resolved by the Board without the need to disconnect any customers. Board requested the water superintendent's usage and the firehouse usage be included in the usage report sent to the Board if they are not already on there. High usage discussion ensued.

WATER TECHNICIAN'S REPORT: Piping completed at contact tank at well #11, waiting for filter. Discussion as to whether a one absolute micron filter is needed at this time. It is not mandated by the State, but is suggested. Frank suggested a motion would be needed to implement. The Board decided against the action unless it becomes a requirement. Addition of baffles in the clear well will require the plant to be shut down for about a week. Although this change is not yet required, Frank indicated the State wants it done soon. Linda feels we should wait until the tanks are full and use that water while the plant is shut down. Andy thinks we could do it during a hard freeze when we are not producing much water anyway. Decision to wait for a hard freeze, and if that does not occur, wait until the tanks are full. Hauling to be stopped until the tanks are down to 400K. Andy requested an updated priority list from Ron.

SPECIAL REPORT FROM FRANK NOVAK: The District has been awarded a \$5,000 planning grant from the Colorado Water Conservation Board. This grant will match funds spent in planning charges up to \$5,000. It is presumed this money will be used in a year's time. The District was also awarded a \$10,000 planning grant from the Colorado Department of Public Health and Environment. Reimbursement will be made to the District for the total amount of any given planning charge up to \$10,000 to be used by December 31, 2002. Frank has contacted the Forest Service regarding use of Forest Service land for a reservoir. Frank will set up a meeting with the Chief Ranger who is not available until after 2-4-02. Frank presented the information he wants to give the Northern Colorado Water Conservancy at the meeting we are attending on 1-31-02. Frank has had contact with Don Sandoval regarding assistance from the Colorado Department of Local Affairs for planning, grants, and loans. Due to our "high income" area in Pinewood Springs we are more likely candidates for loans rather than grants.

TREASURER'S REPORT: Expenses came in within budget for 2001 except the Highway 36 repair which could not be anticipated. Linda will meet or talk to Sandy on any corrections before the audit goes to the State.

OLD BUSINESS:

1. Apache line replacement-plan to replace line in the right of way, may need a find a flag survey to determine the easements; Frank recommends finding the preponderance of leaks, determine how much can be spent and set up a replacement plan based on that. It is a total of 2700' to replace the entire line. Andy requested Frank start working on it and make suggestions to the Board.
2. Water Court decree-Andy feels he has not been getting answers to the questions he has been asking the water attorney, Ronnie Sperling. Andy will write a letter to the attorney with questions-Board to approve the letter before sent.
3. Crescent Lake-Jake is pursuing documents to obtain the property. Frank recommends investigating how deep into the rock the lake can be made, sealing options and revamping the line to the area. Gary recommends waiting on any further expenditures until the property is acquired. Andy would like Frank to move forward with some studying. Board agrees.
4. Leveling the Southside tank-Frank knows a company in Loveland that could look at it for no cost. Frank will have a representative come up and look at the tank.

NEW BUSINESS:

1. Resolution, meeting notice for 2002-Gary Clements motioned to accept the resolution for posting the regular meeting notices (see attached). Approved unanimously
2. Resolution, appoint designated election official-Gary Clements motioned to appoint Cheri Brown as the election official to exercise authority in conducting the election with the authority to cancel the election upon certain conditions (see attached). Approved unanimously
3. Overview of May 7, 2002 election-Cheri reviewed process for self nomination forms due by 3-1-02. If no more than 4 people present the proper paperwork for nomination by 3-5-02, the election is cancelled and candidates are declared as Board members.
4. Change law firms-Gary Clements motioned to change law firms from Frederick Huff to Jonathan Hummel. Approved unanimously Linda sent a letter to Fred Huff indicating the Board's intention of going with Jonathan Hummel to his new practice.
5. Meter reading policy-Rules and Regulations do not specify a policy; Gary will put something in the newsletter outlining the general procedure.
6. Website-Andy is working with Susan Zietkewicz on developing a website. Jim Wendell volunteered to help with researching information and Andy will serve as liason.
7. Billing for previously stored water during drought-Andy would like to implement a plan for billing to divide stored water up evenly among the customers after hauling begins. He will work up a proposal.
8. Minutes-electronic copies cannot be a "backup" for paper records because electronic records can be altered and are not considered official.
9. Mail-AWWA seminar 2-14-02, approved by the Board for Ron to go, letter from Jonathan regarding Cheri being the election official.

Motion to adjourn the meeting by Meg Rotan. Approved unanimously
11:30PM (a new early record)

Meeting adjourned at

Respectfully submitted,

