

**Minutes of the regular meeting of the Board of Directors of the Pinewood Springs Water District Water Enterprise.**

**October 21, 2002**

**Attendance:** The following directors were present constituting a quorum: Andy Sharp, Meg Rotan, Mark Upton, Win Knechtel and Jim Wendell. Also present were Cheri Brown, Carl Pender, Frank Novak, Linda Mootsey, Jake Jacobson, Gary Clements.

The meeting was called to order at 7:12 p.m.

**Announcements:**

- 1) Reduced production due to ash from fires. Carl Pender is working on the problem.

**New Customer Issues:**

- 1) Gary Clements indicated we need to send a assurity bond to Division of Local Governments. This needs to be done as soon as possible.
- 2) Gary learned we need to get senators involved in getting approval of reservoir on forest service land. Suggest sending a letter to Wayne Allard and Scott McGinnis.

**Update on Joining NCWCD:**

Discussion by Jake Jacobson on the need for 10% of the district to file a petition with NCWCD. We need to get the District Attorney involved in the petition. Need to contact SDA (Special District Association) for their input on the petition and ballot. Andy Sharp asked Cheri Brown to contact SDA to find out if they could provide input on the petition.

**Tap on Arapahoe:**

Report by Gary Clements on research of files.  
Letter from Lot 19 10<sup>th</sup> Filing. Brian Webster. He indicated he did have a paid tap but the paper work was not found.  
No record of payment on Lot 19 was on the receipt list.  
No evidence of a fee paid in the district records of the tap being paid on Lot 19.  
Letter sent to property owners to provide evidence of paying the tap fee.  
If no evidence is found then the Board can make a policy decision on the tap. Andy suggests we wait for a response from the property owners.  
Jim Wendell suggested we send a letter to the owners inviting them to be at the next meeting in order to present their evidence. The Board will make a decision on the tap at the next meeting.

**Commercial Tap Rates:**

- 1) Discussion on the letter from HoBo Inc. on the tap rate structure from Villa Tatra and La Chaumiere.
- 2) Andy suggests that we discuss, with them, for an alternate proposal on the rates. Jim Wendell will meet with the owners to explore an alternate plan.

A motion by Mark Upton on a new rate structure for commercial businesses was tabled until next regular Board meeting.

**Present Rate Structure:**

Andy suggested we make a color-coded sign as follows:

Red - Hauling Rate

Yellow - Conservation Rate

Blue - Normal Rate

Jim Wendell will formulate a proposal on signage by the next meeting.

It was agreed that the conservation rate structure would remain in place for the period when hauling water is not required at the present time to be assessed every two weeks.

Motion: By Jim Wendell.

The conservation rate structure to normal rates would be accessed bi-weekly. The normal rate would only be used if the tank levels are at least 1,000,000 gallons. Any changes to the rates would be approved bi-weekly by the Board. This policy would take effect immediately on October 21, 2002

Seconded by Meg Rotan

Unanimously approved.

**2003 Budget:**

Mark Upton made a presentation on 2003 proposed budget.

Mark will break out Frank Novak's salary more clearly in the budget and set a billing code for Frank's fees.

Budget amounts will be adjusted and approved at a later Board meeting by December 31, 2002.

**Fire Damage Relief:**

Mark Upton will apply for \$12,000 drought relief assistance from FEMA through the Colorado Department of Public Health.

Mark will prepare a Wants List for additional fire related and drought issues within the next two weeks.

**Apache Project Update:**

Carl made a presentation of the project and it is essentially complete.

**Letter of Intent to Powelson's:**

Rough draft is done. Mark Upton will E-Mail his draft letter to the Board for input.

**Reports:**

Administrative Clerk Report is enclosed with the minutes.

Water Superintendent Report is enclosed.

Water Specialist Report is enclosed.

Treasurers Report was not available at the meeting

Andy recommended the outstanding minutes be approved at the next meeting.

Motion: Meg Rotan will hire Sharon Walter for the Accountant position and release Sandy Wilcox.

Seconded: Mark Upton

Motion Passed.

Cheri Brown will prepare letters to Sharon and Sandy for Andy's signature.

**Big Elk Meadow Report:**

Andy will request releases from BEM.

Andy suggests having the next meeting Monday, November 25, 2002.

The Board tentatively agreed.

Motion: Win Knechtel motioned to adjourn the meeting.

Motion approved;

Meeting adjourned at 11:30 p.m.

Respectfully Submitted :

Win Knechtel

Secretary