East Boulder County Water District

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Board of Directors Regular Meeting

Virtual Meeting Held with Zoom

14 June 2021

Mark Johns (President) called the meeting to order at 4:03 PM. Those in attendance via video were the board members Marsh Lavenue, Catherine Gee, Yvonne Gates and Bob Champ. Mary Wagner (Bookkeeper) and Peter O’Brien (Operations were also present.

# Public Comments

No members of the public were present.

# Secretary’s Report

The minutes of the 10 May 2021 meeting were discussed. Mark Johns made the motion that we approve the minutes of the 10 May 2021 meeting. Marsh Lavenue seconded the motion, which was approved unanimously.

# Reports from Consultants and Committees

## Finance Report

Mary Wagner had e-mailed the financial packet to the board. The water usage spreadsheet was also e-mailed.

Mary noted that the bill from Omni Network Design has yet to be paid ($280). Stamps were purchased prior to the price increase.

Mary went through the financial statements and the board approved the financial statements and the transactions.

## IT Report

The following is the Omni Network Design synopsis of the work accomplished as listed on the invoice.

May 3rd – Drove to Marsh’s house and picked up the key. Then drove over to the pumphouse and went through all the devices – Modem, Router, switch, laptop and printer. Did the updates, and verified the other settings. There’s an issue with the Carbonite, and I’m working to get the password reset on that to finish. I installed a remote app on there for future access. Also, I rebooted the router and the switch since the network pings were dropping periodically. After the reboots, the network was more stable. I will keep an eye on it.

May 7th – Working with Catherine on publishing the new website. Had to change the DNS and Domain for the new site. I set up a new DNS name for the old site but it’s not working. Over the weekend I was able to discover that the old website hosting requires domain aliases, after I got that setup, the archive link started working. I sent that link over to Catherine and Marsh.

May 17th – Working on Email with Marsh. Logged into Hostway to audit the system and see how it’s system and working. I looked up the instructions for different methods for them accessing their EBW mailboxes. Also, changed the vice president’s password per Marsh. I logged into the IT Support mailbox online to see how the webmail works in case the users want to use that system.

Marsh reviewed the Omni work scope and Mary e-mailed the invoice to the board.

**System Operations Report – 5/11/2021-6/13/2021**

|  |  |
| --- | --- |
| 05/12/2021 | * Locate 173 S 80th, 7233 and 7217 Spring Ct and 7526 Spring Dr * Pump House Check 0.90 mg/l free * Install 3 new hose bib vacuum breakers- Power outage 9:37 to 10:33 and generator worked flawlessly. |
| 05/18/2021 | * Pump House Check 1.00 mg/l free. * Locate 562 Ponderosa. * Refresh 7217 Spring Ct |
| 05/26/2021 | * Pump House Check 1.01 mg/l free. |
| 06/1/2021 | * Meter Reads * Pump House Check 1.01 mg/l free. |

|  |  |
| --- | --- |
| 06/2/2021 | * Water sample taken at 7740 Spring Dr 0.70 mg/l free |
| 06/8/2021 | * Pump House Check 1.22 mg/l free. |

Peter noted that they would begin work on the valve covers located in the streets tomorrow.

# Unfinished Business

## Checking account signature authorizations

Mark will take the minutes authorizing himself, Marsh, Bob and Mary as signatories on the checking account.

# New Business

**Revision to Rule 8-1-7 Right of Way/Easement Violations**

Mark will write the resolution amending the rules and regulations and e-mail it to the board for their review. After reviewing the resolution, the board will consider it at the next meeting.

**Consumer Confidence Report**

Yvonne has completed the report for the district. She needed the pump house address to complete the form. The link to the appropriate web site will be included in the nest billing. Yvonne noted that Lafayette did incur violations, but it was thought that these were due to paperwork errors and not water quality. To meet the State’s requirement, the bills for June will be mailed out on the 30th.

# Directors Comments and Other Matters to Come Before the Board

Mark noted with the current warm trend we should post the Lafayette water restrictions under the alert section of our web site.

Catherine noted she is still working on organizing the web site.

# Adjourn

A motion was made to adjourn by Bob Champ, seconded by Marsh Lavenue and unanimously approved. The meeting was adjourned at 5:02 PM.

The secretary respectfully submits the above.

Robert Champ; 6/14/2021