East Boulder County Water District

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Board of Directors Regular Meeting

Virtual Meeting Held with Zoom

14 March 2022

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 and Bob Champ. Mary Wagner (Bookkeeper) and Peter O’Brien (Operations) were also present. Yvonne Gates (Board member) was absent (excused).

# Public Comments

No members of the public joined the meeting.

# Secretary’s Report

The minutes of the 14 February 2022 meeting were discussed.

Mark Johns made the motion that we approve the minutes of the 14 February 2022 meeting. Robert Champ 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 she had two customers that had requested their credit as a refund.

The bill for Boulder Water Well pulling the meters was $9380. This was separate from there basic monthly maintenance.

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

## IT Report

Labor for the month was again 1.5 hours for regular maintenance.

**System Operations Report – 02/14/2022-03/09/2022**

|  |  |
| --- | --- |
|  02/14/2022  | * Install new prv in meter pit 562 Ponderosa Dr.
* Settomax75psiatpit
* Measured pressure at hydrant by front door at 61 psi.
* Replaced test gauge (was reading 30 psi high).
* Board Meeting
 |
|  02/16/2022  | * JR Meet with energy management and flush hydrants
* Meet with mark John to discuss meter removal reinstallation and hydrant meters and yard

hydrants flush   |
|  02/23/2022    | • Pump house check and attempt locate meter at 7372 Spring drive 1.19 mg per liter free   |
| 03/01/2022    | • Meter reads   |
| 03/02/2022  | * Pump house checks 1.0mg/l free,
* Work with sensor to attempt linking command link to handheld computer
* (Jay) Locates 1, 2, 3, 5, 7, 8 Benchmark
* (Jay) Locate 7302, and 7233 Spring Ct.,
* (Jay) Loacate7310 and 7313 Panorama Dr.
 |
|  03/08/2022  | • Update software on auto vu, auto read, and field logic, this corrected problem with connecting command link, and programing radios with hand held  |
|  03/09/2022  | * Install radio at 940 Paragon
* Flush hydrants at 292, 1027 and 1029 Paragon, 7225 Empire, 160 Ponderosa
* Pumphouse check 0.76mg/l free
* Collect sample at 1027 Paragon
 |

Peter noted that he had ordered 80 meters. These will be used to replace the pulled meters. The old meters are behind the pump house and it was deemed not cost effective to try and repair them.

One yard hydrant has been installed and is operational for the watering of livestock.

Billing for work done by Energy Management on the generator has been received by Peter and he will forward to Mary. This cost will be assigned to fire damages.

Peter said that approximately 18 hydrants might have been damaged by the fire. They are undergoing examination.

**System Operations Fire Report – 02/09/2022-03/10/2022**

|  |  |
| --- | --- |
|  02/09/2022    | • Prepared State required survey sheet for each location and then build a full spreadsheet of all the collected data.   |
| 02/18/2022  | • Entire field tech group pulled 79 of the 80 meters Due to snow on ground could not locate meter for 7372 spring Dr and we will have to return to pull and document this 1 meter.  |
|  03/01/2022    | • Installed new meter and radio at 7366 Empire Dr.   |
| 03/07/2022  | * Locate 7257, 7331, 7236 Spring Court.
* Locate 7332, 7439, 7356, 7351, Panorama Drive
* Locates 7394 Spring Drive
 |
|  03/10/2022    | * Marked ROW to ROW at 770 Panorama Ct.
* Marked 27 locates Panorama, Empire, Spring Dr, Spring Ct.

  |

# Unfinished Business

**2022 Election**

The call for nominations was published in the Daily Camera. Because no more nominations than positions available were noted, the election was canceled and published in the Daily Camera. Catherine Gee and Mark Johns were the only nominees and will be sworn in at the May meeting.

**Audit Exemption**

The audit exemption is complete.

**Marshall Fire**

 Hydrant Meters/ Rates for water

Mark has been working with homeowners with regard to supplying yard hydrants. He noted a need for homeowners adjacent to our district who could use our water in such a manner. Paragraph 5-10 in our Rules and Regulations notes that water out of a hydrant may be used out of the district so providing water outside the district in such a manner is feasible.

Mark also had e-mailed a letter regarding use of district water drawn from hydrants. The letter stipulated a 1.5% interest rate, which was changed to the maximum allowed 1.0% and the use of water was amended to properties also outside the district. Peter noted that every devise must be certified.

Mark Johns made the motion that we approve the letter, pertaining to the use of district water drawn from fire hydrants, as modified. Marsh Lavenue seconded the motion, which passed unanimously.

COWARN

Because the district has no employees that might be shared in an emergency situation, it was decided that we did not need to join at this time.

FEMA

Mark has been meeting with FEMA about one time per week. We have until 24 April to submit expenses. The Gen Set Invoice, which Peter will provide is the only outstanding cost.

District’s Insurance

Information has been provided to our insurance carrier. The cost of re-installing the meters will also have to be addressed. Cost of purchasing and re-installing 80 meters is on the order of $69K. Radio read units are part of the re-install and included in the estimate.

Evaluation of Fire Hydrants

Approximately 18 fire hydrants may have been damaged and will be evaluated for the need to repair or replace. Peter will handle the evaluation.

CDPHE

Peter noted that we lost homes that were used to supply samples for water testing. These sites will have to be replaced. Peter and Mark will work on which sites can be used to supply the necessary samples.

# New Business

No new business was discussed.

# Directors Comments and Other Matters to Come Before the Board

A homeowner in the district had accidental high water usage in January and requested relief. It was decided to provide relief as per our usual relief mechanism of charging for our cost for the water instead of the higher cost incurred via the water rate chart. Mary will handle this matter.

Mark had a memo to property owners regarding yard hydrants. These would have to be installed next to the meter. Timers are being considered. Mark is handling the yard hydrant matter.

Marsh will look into the amount of water wasted during the emergency and also the amount of water that may have to be used to assure safe water quality. Peter noted that the system needs flushing in order to maintain proper chlorine levels.

# Adjourn

A motion was made to adjourn by Mark Johns, seconded by Marsh Lavenue and unanimously approved. The meeting was adjourned at 5:10 PM.

The secretary respectfully submits the above.

Robert Champ; 3/14/22