**East Boulder County Water District**

**P.O. Box 18641, Boulder, Colorado 80308-1641**

**303.554.0031** ◆[www.eastboulderwater.com](http://www.eastboulderwater.com)

Board of Directors Regular Meeting

Meeting Held at St. Ambrose Church

11 December 2023

Mark Johns (President) called the meeting to order at 4:15 PM. Those in attendance were the board members Bob Champ, Marsh Lavenue, Catherine Gee and Yvonne Gates. Mary Wagner (Bookkeeper) and Peter O’Brien (Operations) were also present.

Public Comments

No members of the public joined the meeting.

Secretary’s Report

The minutes of the 13 November 2023 meeting were discussed.

Mark Johns made the motion that we approve the minutes of the 13 November 2023 meeting. Yvonne Gates seconded the motion, which was unanimously approved.

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 did not have to transfer money from Colotrust to checking this month. Bonuses to Peter and Mary were given out for their contributions to the district and the board received their $600 stipend for the year.

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

## IT Report

The usual maintenance occurred for the month.

**November System Operations Report– 11/1/2023 to 11/30/2023**

|  |  |
| --- | --- |
| 11/01/2023 | * (JR) Pump house check 0.63mg/l free
 |
| 11/08/2023 | * (JR) Collect potability water sample 7316 Empire Dr. and deliver to lab
* (JR) pump house check 0.39 mg/l free
 |
| 11/13/2023 | * (JR) EBCWD Bored meeting
 |
| 11/15/2023 | * (JR) Pump House check 0.36 mg/L free
 |
| 11/22/2023 | * (JR) Pump House check 0.31 mg/L free
 |
|  11/29/2023 | * (JR) pump house check 0.32 mg/L free
 |
| 11/30/2023 |  (JR) monthly meter reads |

**System Operations Report FIRE WORK– 11/1/2023-11/30/2023**

|  |  |
| --- | --- |
| 11/01/2023 | * (JR) Locate 7509 Panorama Drive, 7187, 7214 Spring Ct
* (JR/Sam) hydrant flushing
* (JR) Meet contractors at 7413 Spring Dr about water line issues
 |
| 11/06/2023 | * (JR) Locate 738 skyway dr., 7356 Panorama, 7481 Spring dr.
 |
| 11/08/2023 | * (JR) collect Haa5 and TTHM samples from dbp002 and deliver to the lab
* (JR) Locate 1000 Spring Dr., 5 Benchmark Dr.
 |
| 11/13/2023 | * (JR) Locate 7214 Spring ct
 |
| 11/15/2023 | * (JR) Locate 7444, 7439 Panorama, 7481 Spring Dr
* (JR/Sam) Hydrant flushing
 |
| 11/16/2023 | * (JR) Locate 7469, 7435 7413, 7258, 7222 Spring Dr, 2 Benchmark
* (JR) referencing work at 7469 Spring dr document cross connection pipe that was installed on EBCWD water system to bypass the meter that was removed to control the cross connection. I cut the pipe, removed the pipe, reinstalled the plugs, and locked the line. Contacted Mark Johns, and Clayton Moore’s with CDPHE to advise of situation.
 |
| 11/20/2023 | * (JR) Locate 0 Longs Peak
 |
| 11/21/2023 | * (JR) Locate 10 Benchmark Drive
 |
| 11/22/2023 | * (JR) waterline inspection 7509 Panorama Dr.
 |
| 11/27/2023 | * Locate 7415 Panorama Drive, 2,3,11,12 Benchmark Drive
 |
|  11/29/2023 | * (JR) Locate 7214,7305, 7331 Spring Ct, 7509 Panorama Drive, 460 Paragon Drive, 7 Benchmark Drive, 7316 Empire
* (JR) water line inspection 7469 Spring Dr. needs 2 inch PVC tape for tracer wire every 6 feet +/- and electrical junction box marked water line trace wire on foundation wall above where water line passes under foundation.
* (JR/Sam) Hydrant flushing
* (JR) water line inspection 7469 S[ring dr.
 |
| 11/30/2023 | * (JR) Locate 9,10, and refresh 11 Benchmark
 |
|  Monthly | * (Dustin) time spent in office coordinating locate tickets and managing CDPHE paperwork, updating spreadsheets Contractor requests for testing and inspections, etc.
 |

Peter discussed in some detail the bypass of our meter at 7469 Spring Drive, which he noted on 11/16. He had photos documenting the bypass and the unauthorized use of our water. Mark and Peter talked to the contractor regarding the matter. The owner was contacted via e-mail. Our Rules and Regulations document the penalties involved with such an unauthorized use of EBCWD water. We will list all offenses and total the fines associated with the event. Upon discussing it was decided for this first offense we could offer a settlement at a lower cost.

Marsh Lavenue made the motion that we allow the owner of the property to be responsible for $3000 in fines and the amount charged by our operator if paid in 90 days. Yvonne Gates seconded the motion, which passed unanimously.

Mary will bill the customer accordingly.

Mary also noted that water line inspections are now being billed to owners.

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**Unfinished Business**

**Marshall Fire** Grants

 Yvonne noted that no news had yet been received on the possible state grant and that Mark’s e-mail will be the one to receive any notification. Other possible grants were discussed and Yvonne will look into the possibilities. Catherine also was going to see if any monies are available from CDPHE for water improvements.

**District Insurance**

 Marsh discussed the Quotes from the SDA and our current insurance carrier. Our current carrier was about $1500 less per year than SDA for comparable coverage. After discussing it was decided to remain with our current Insurance Company for the upcoming year and review the situation again in the fall.

**Northern Water**

There was no news to report on this topic.

**Water Service Lines Survey**

Marsh talked about the progress being made with respect to how we are going to survey the district for lead pipes. He noted that the state had assigned us a representative to assist us in this matter.

New Business

**Water Rate Hearing**

Mark Johns made the motion that we open the water rate hearing. Catherine Gee seconded the motion, which was approved unanimously.

The water rate hearing was noticed in the Daily Camera on 3 November 2023.

Lafayette has raised their water rates by 21%. In keeping with our policy, any increase in water rates by Lafayette is to be passed on to our consumers. It was noted that the district has only two means of creating revenue. Either we profit by the sale of water or we have an election to levy taxes. In keeping our revenue stream from the sale of water it was decided to continue to pass on the Lafayette increase.

Catherine Gee made the motion that EBCWD increase the cost of the base rate, standby fee and all tier levels be increased by 21% for 2024. Yvonne Gates seconded the motion, which passed unanimously.

Mark Johns made the motion that we close the water rate hearing. Yvonne Gates seconded the motion, which passed unanimously.

Directors Comments and Other Matters to Come Before the Board

Mary noted that Mark and Catherine would be up for election in 2025.

Mark noted that the church will be changing their locks and that new keys will be required. To receive the new keys the authorized board member will need to attend on-line informative sessions. Mark offered to be the board member to receive the key.

Mark reviewed a problem we had with Rocky Mountain Cummins whereby their maintenance failed to protect the generator from overheating and we informed them of the situation and never received a response. They are currently trying to obtain the money for the maintenance that we refused to pay. Mark has written them a subsequent letter restating the situation hoping for a reply, which was never received from the previous correspondence.

Adjourn

A motion was made to adjourn by Mark Johns, seconded by Yvonne Gates and unanimously approved. The meeting was adjourned at 5:55 PM.

The secretary respectfully submits the above.

Robert Champ; 12/11/23