

MINUTES OF THE REGULAR BOARD MEETING
PARK FOREST WATER DISTRICT
November 12, 2020
Regular Board Meeting

A Regular meeting of the Board of Directors of the Park Forest Water District (referred to hereafter as the "Board") was held on Thursday the 12th of November at 6:00 p.m. at Our Lady of the Pines Catholic Church Parish Hall, located at 11020 Teachout Road, Colorado Springs, Colorado 80908. The meeting was open to the public in accordance with: CO Rev Stat § 24-6-402 (2016).

President Jason Kerekes called the meeting to order at 6:21 PM. Jason mentioned to all, in response to a recent e-mail, that the District is very solvent and the board is not considering any rate increases at this time. Jason addressed a few other issues/disputes from the e-mail. Jason then offered a brief synopsis of the current court cases that the District is dealing with.

Board Members Present: Jason Kerekes, president; Marni Huller, vice president; Tim Connelly, secretary; Bob Tillman, treasurer; Mark Kneebone, operations director.

PFWD Staff Present: Lynn Willow, systems operator; Tracy MacDonald, office manager.

Presenters: Tim McElroy and Sheila Edilson with Dana Kepner Company.

Visitors: Six PFWD customers were present.

Visitor Comments: Dan Dyer asked if there will be a response to a recent e-mail that was 'blasted' out to all PFWD customers. Jason said that our legal team will post something on the web site pertaining to it.

Tim McElroy did a presentation about Dana Kepner's electronic water meter system.

Other Business:

- Bob presented the 2020 amended budget.
- Bob presented the 2021 budget.
- Bob and the board entertained questions and discussions over the presented budgets.
- Discussion on having multiple bank accounts in order to better show how the District spends its monies on capital improvement projects and elsewhere.
- Discussion on pay compensation for Lynn and his coworker.

Review of Minutes: The minutes were presented by Tim.

Jason made a motion to accept the minutes of October 14th with minor changes. Bob seconded. Approved.

Jason made a motion to accept the minutes of October 20th with minor changes. Marni seconded. Approved.

Jason made a motion to accept the minutes of October 28th with minor changes. Bob seconded. Approved.

Treasurer's Report: The treasurer's report was presented by Bob.

- Farmers State Bank account balance is \$138,406
- ColoTrust account balance is \$425,044
- YTD sales are: Residents - \$386,214 and Bulk - \$51,251
- YTD expenses are: Operating - \$159,978 and Administrative - \$193,049
- November meeting disbursements are \$36,370.48
- Accounts payable (payroll taxes) is: \$2,127.50
- Discussion on our aging report and how past due customers are contacted.

A motion to accept the treasurer's report was made by Jason, seconded by Tim. Approved.

Invoice Processing: The invoice processing report was presented by Bob.

Tim made a motion to pay the bills totaling \$36,370.48 as presented. Marni seconded. Approved.

Bookkeeper Report: The bookkeepers report was presented by Tracy.

- BHE is on autopayment for the amount of \$22.37
- MVEA is on autopayment for the amount of \$6311.36
- CEBT was paid 11-10-20 in the amount of \$772.63
- Tax liability is \$2127.50, due on 12-13-20.
- There were no key deposits this month.

ORC/Operator Report: The ORC report was presented by Lynn Willow.

- Bac- T samples remain negative.
- Currently working with the state on compliance notifications.
- Reviewing material costs for possible 2021 capital improvement projects.
- Met with Tim from Dana Kepner about radio read meters.
- Changed out two faulty customer meters.
- Flushed hydrant at 10195 Kurie Road.
- Rebuilt chlorine pump at Squires plant. Used existing rebuild kit.
- We are following all CDC Covid-19 safety practices at all times at both plants.
- Both treatment plants are operating efficiently and there are no major distribution issues.
- Discussion on why some customer taps that are closer to 'dead end' lines appear to have cloudy water at times.

Secretary's Report: Presented by Tim.

- There was nothing of importance to report.


New Business:

- Discussion on CASAS' request to provide letter to serve water.
- Discussion on our new web site.

Adjournment: A motion to adjourn the meeting at 8: 33 PM. was made by Jason, seconded by Tim. Approved.

The next scheduled regular meeting will be held on Wednesday December 9th, 2020 at 6:00 PM at the Administration Building located at 7340 McFerran Road.

Signed:

 _____, Secretary