

MINUTES OF THE REGULAR BOARD MEETING PARK FOREST WATER DISTRICT

February 13, 2019

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 Wednesday the 13th of February at 7:00 p.m. at the District Office, located at 7340 McFerran Rd, Colorado Springs, Colorado 80908. The meeting was open to the public in accordance with: CO Rev Stat § 24-6-402 (2016)

President Pam Sekac called the meeting to order at 7:05 p.m.

Board Members Present: Pam Sekac, Jason Kerekes, Tim Connelly, Elizabeth Hautman.

Discussion on managing the district, organizing the office and proper posting.

PFWD Staff Present: None.

Visitors: None.

Visitor Comments: None.

Review of Minutes: The minutes of the January 9, 2018 regular board meeting were submitted. Discussion on having the minutes include more details. Editing changes were suggested. A motion to accept the minutes as corrected was made by Elizabeth, seconded by Pam. Approved.

Treasurer's Report: Treasurer's Report was presented by Jason Kerekes.

- Water General sales were down in January.
- Legal fees have made a significant drain on our bank accounts.
- Pam has been in touch with our insurance company about reimbursement of legal fees.

A motion to accept the Treasurer's Report was made by Tim seconded by Pam. Approved.

Invoice Processing: Pam said that Affordable Plumbing needs to be added to the transaction list. A motion to accept the vendor list as amended for payment of \$43,058.22 was made by Pam, seconded by Tim. Approved.

Bookkeeper Report:

- Electric invoices have been paid online.
- The tax liability has been paid.
- Bulk water sales for January totaled just \$498.35.
- New customer contact cards will be e-mailed.

Pam motioned to transfer \$11662.81 from the Colorado Trust Capitol account to the Farmers checking account. Jason seconded, approved.

ORC/Operator Report:

- Bac- T samples remain negative.
- Service for both generators will occur on February 18th.
- Excavated and thawed a frozen service line off McShane road.

Secretary's Report: There was nothing of importance to report.

Other Business:

- Discussion on Nelson's water offer and their needs.
- Discussion on Coop's water needs and possibility of them connecting to the district as 'out of district service'.
- Discussion on how Walker/Schooler District helped our district organize.
- Discussion on a new Eagle Rising with El Paso County, proposed by Steve Jacobs.
- Discussion on construction water vs. bulk water and how to charge for them separately.
- Discussion of past and current lawsuit events.
- Discussion of homeowners request for reimbursement of water usage due to excessive purging of lines to clear cloudy water that resulted from the recent power outage. For this case the board decided not to grant any monies.
- District Procedures – Each board member and employee is to submit their duties as a job description for audit purposes.
- PFWD Fund Management Policy – Pam will send this to each board member for their information.
- Action Item List – Pam will reinstate this important 'To Do List'.
- Discussion of the condition of the districts truck.

Adjournment: A motion to adjourn the meeting at 9:37 PM. was made by Tim, seconded by Pam, Approved.

The next regular meeting will be held on Wednesday March 13th, 2019 at Administration Building located at 7340 McFerran Road at 7:00 PM.

Signed: _____

 _____, Secretary