

**MINUTES OF THE REGULAR BOARD MEETING
PARK FOREST WATER DISTRICT
July 8, 2015**

President Roger Lage called the meeting to order at 7:05 pm.

Board Members Present: Roger Lage, Cal Utke, Ken Fulton, Pam Sekac, and Timothy Connelly

PFWD Staff Present: Lynn Willow and Bill Stedman

Guests: Wayne Sibilia

Guest Discussion: Wayne had questions about the road surface and possible water leaks on Tobin Rd. Lynn Willow explained that it was the result of ground water coming up. Since this is on the county easement, Lynn has referred this to them for resolution

Review of Minutes: The minutes of the June 10, 2015, Regular Board Meeting were submitted. A motion to accept the minutes was made by Pam Sekac, seconded by Tim Connelly. Approved. The minutes of the June 30, 2015 Special Board Meeting were submitted. A motion to accept the minutes was made by Tim Connelly, seconded by Cal Utke. Approved.

Treasurer's Report: The financial statement was reviewed by Ken Fulton.

Total Cash:	\$	401,863.08
Total Assets:	\$	2,244,675.39
Total Liabilities:	\$	101,946.11
Accounts Receivable:	\$	32,904.09
Accounts Payable:	\$	5,136.29
Bulk Water Sales (last month):	\$	1,782.13

Bulk water usage through June 30, 2015 is 42.9% behind the year-to-date budget.

There were two new bulk water customers added in June.

The primary bulk water user in June was El Paso County Road Construction.

It was noted that there have been severe fluctuations in the water usage at 10575 Black Forest Road according to the meter readings. A new meter will be installed.

It was noted that Mountain View Electric rates will increase next month by 10.2%.

A motion to accept the Treasurer's report was made by Cal Utke, seconded by Pam Sekac. Approved.

Invoice Processing: The list of invoices for processing was reviewed prior to the board meeting by board members. It was noted that the Farmers State Bank credit card amount was higher this month due to the

purchase of office supplies, toner and stamps needed for the 6/30/15 water billing. A motion to pay the bills was made by Cal Utke, seconded by Roger Lage. Approved.

Bookkeeper/Office Manager Report: The report was sent to the Board for review prior to the board meeting by Bill Stedman.

Three houses closing this month.

Cal Utke made a motion, seconded by Pam Sekac, to change Kathy Marx's status to an independent contractor effective July 1, 2015. Approved.

Bill has received a Jury summons for August 5, 2015.

Bill will be changing his hours from 8 to 12 to 9 to 1.

New meter needs to be installed at 10575 Black Forest Road. Monthly meter readings January 1, February 1, and Mar 1 were much higher than previous monthly readings. The meter reading for Jun 1 was way below normal monthly readings. Bill will contact the owner and propose charges for the 6/30/15 and 9/30/15 billings using usage of 50,000 gallons per quarter, based on historical average.

There is also concern with the billings for 7475 Chirgiton. Lynn will check the meter. Bill will contact the owner and work out costs due and payment plan due to previous data entry error.

ORC/Operator Report: The report was sent to the Board for review prior to the board meeting by Lynn Willow.

The increase in coverage from the Squires Plant does not warrant the costs of electricity and pressure benefits.

Lynn attended the SDA conference in Fountain.

^{VFD}
#4 ~~HMI~~ has gone bad. The part is ordered.

The 2015 C.C.R. report has been posted, sent to the state, and sent to customers in compliance with state requirements.

Switching cell service to Cricket. It has the same coverage as his current AT&T phone, but is significantly cheaper, and is on a month-to-month basis – no contract.

Ron Page has concerns about one of the fire hydrants on his property. He wants to have it moved to the easement area, so that he can build a fence. He also stated that the cul-de-sac is a temporary easement. Lynn will explore these issues to get more data.

Secretary's Report: The mail was reviewed. Bill is in the process of changing district contact information with various vendors and entities from Kathy's name to his. We will wait until 2016 to replace the employee posters. We have put the current minimum federal and state wage rates on the current posters.

Action Item List: The action item list was reviewed, and updated.

Old Business:

Eagle Wing Water Rights:

Motion made by Cal Utke, second by Ken Fenton, to have Roger Lage sign and authorize for verification of complaint for Declaratory Relief and Petition for Further Relief. Approved.

Eagle Rising Project:

On hold.

Water Rates and Billing Process:

- Roger reviewed the history of the rates for the benefit of the guest present.
- Pam Sekac is reviewing the rates.
- The intention is to have the new rates in effect by January 1, 2016, meaning that the 3rd quarter usage will be billed at the new rates.
- It is planned to have an open meeting for the September 2015 Board meeting for community input.

Adjournment: A motion to adjourn the meeting at 9:52 p.m. was made by Cal Utke, seconded by Pam Sekac. Approved.

The next regular meeting will be held on August 12, 2015 at 7:00 pm at the PFWD Administration Building, located at 7340 McFerran Road.



Cal Utke, Secretary