

# MINUTES OF THE REGULAR BOARD MEETING PARK FOREST WATER DISTRICT May 13, 2015

President Roger Lage called the meeting to order at 7:04 pm.

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

**PFWD Staff Present:** Bill Stedman, and Lynn Willow

**Guests:** Steve Jacobs, Jan Kolm, Jeffrey Kolm (Boy Scout, working on badge by attending a public meeting)

**Guest Discussion:** Steve gave a status update on Eagle Rising:

- Water court approved the inclusions.
- \$170,000 of infrastructure, \$2,000 of property taxes.
- Dams are fine and ponds are full.
- Hydrant Issue: criteria of 500 feet by fire department request. There was washout from a line break. The Pages are confused on the cul-de-sac creation back in the 1960s. It was granted by plot and easements. Problem is that the title work cannot identify the utility easement. The Pages are having stress over this issue. Doug Hollister wants to have this issue resolved. The estimate for acre foot by their concept is 100 feet.
- Issues not resolved:
  1. Meters on the two HOA wells need to be put in.
  2. Legal description needs to be filed with the county on easements
- There is an issue with evaporation calculations since ponds were previously at a significantly lower level.

**Review of Minutes:** The minutes of the April 8, 2015, Regular Board Meeting were submitted. A motion to accept the minutes was made by Cal Utke, seconded by Pam Sekac. Approved. The minutes of the April 22, 2015, Special Meeting were submitted. A motion to accept the minutes was made by Tim Connelly, seconded by Ken Fulton. Approved.

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

Total Cash:	\$ 376,326.60
Total Assets:	\$ 2,238,124.04
Total Liabilities:	\$ 133,378.65
Accounts Payable:	\$ 5,650.27
Total Accounts Receivable:	\$ 6,192.10
Bulk Water Sales (last month):	\$ 2,803.90

Bulk water usage through April 30, 2015 is 13% behind the year-to-date budget. Concern about the budget was also expressed regarding the 10.2% increase by Mountain View Electric for service starting July 1, 2015. A motion to accept the Treasurer's report was made by Cal Utke, seconded Ken Fulton. Approved.

**Invoice Processing:** The list of invoices for processing was reviewed prior to the board meeting by board members. Due to a problem with the printer, Bill was not able to prepare a revised list for the board that included two recent invoices:

Entech Engineering for \$346.00

Treatment Technology for \$1,862.70

The list of invoices requiring payment totaled \$13,164.99 from the operating account and \$2,270.60 from the capital account. A motion to pay the bills was made by Cal Utke, seconded by Tim Connelly. Approved.

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

By consensus, the board agreed that \$50 on the invoice from Paul Anderson for emails regarding Eagle Rising would be paid by the district.

A motion to transfer \$1,500 from the COLOTRUST Capital Improvement Account to the Farmers State Bank Capital Checking Account to cover checks written was made by Tim Connelly, seconded by Cal Utke. Approved.

By consensus, the board agreed that the backflow testing letters for commercial customers should be sent out in May, with a June 30, 2015 deadline for responses.

By consensus, the board agreed that a revised district contact card, replacing Ellen's name with Lynn's, and Kathy's name with Bill's, should be included with the June 30, 2015 water billing.

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

Lynn will likely change over some homes to Squires Plant, and have some valve changes.

Lynn will get estimates for activated valves (timer) to clear Well #1's startup turbidity.

Lynn will check with EMC to see about getting alerts/warnings sent by text to his phone.

**Secretary's Report:** The mail was reviewed. Assessor's Real Property Notice of Valuation reports were received and filed. There was no significant mail.

**Action Item List:** The action item list was not reviewed, and needs to be updated.

**Old Business:**

Eagle Wing Water:

Motion made by Cal Utke, seconded by Tim Connelly, to have the Board approve and Roger Lage and Pam Sekac sign the updated resolution prepared by Paul Anderson for transferring water rights, and to file court proceedings with the Peachey's to complete the inclusion agreement. Approved.

Eagle Rising Project:

1. Protocol is to always dig with a live line.
2. The contractor hit the line, against Lynn's directive for their work, so the damage is 100% operator error. The board noted that the company does good work, and that the cause of the break was simply an operator error. The District cannot underwrite or absorb that responsibility.
3. One valve was located and exposed, but the water was not fully shut off for the dig. After the line was hit, the second valve was located 15 minutes later and closed, to stop the water flow.
4. This work was done by General Services Contractors (Theron's company), which was also used for line and valve repair at Tobin Road and Teachout Road.

Options discussed by the Board:

1. Stand firm on offer
2. Modify offer to \$100/acre foot in order to avoid possible lawyer's fees.

Vote: 3 to stand firm, 2 to modify. The Board decision is to stand firm on the current offer. Cal Utke will prepare a letter to Eagle Rising to indicate that the Board is standing firm on its offer, and that the Board believes this offer is fair and meets the inclusion agreement.

Water Rates: deadline for consideration and action is the October board meeting

**New Business:**

The Board welcomed Bill Stedman as the new Office Manager/Bookkeeper.

Bill reported that the printer is broken, that the paper tray is jammed. Cal Utke made a motion to repair the printer at a cost up to \$150; if the repair cost is greater than that, to authorize up to \$300 to purchase a new printer. Second by Tim Connelly. Approved

**Adjournment:** A motion to adjourn the meeting at 9:00 p.m. was made by Cal Utke, seconded by Pam Sekac. Approved.

The next regular meeting will be held on June 10, 2015 at 7:00 pm at the PFWD Administration Building, located at 7340 McFerran Road.



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CAL UTKE, SECRETARY