

Westwood Lakes Water Board Meeting Minutes
January 12, 2017

Attendees:

President – Eric Keehn

Secretary – Frances McLaurin

Member – Brad Bowles

Operator – Marty Parrish

Treasurer – Candy Amerine

Consultant – Terry Amerine

Excused Absence – Member Gina Wesolek

Location: People’s National Bank Meeting Room, 651 Scott Avenue, Woodland Park, CO
Meeting called to order by Eric Keehn at 6:17

Monthly Meeting Opening

- Public Comments - None

Agenda Discussion

- The following items were added to New Business:
 - Add resolutions for location, posting and authorization to file audit.
 - Education concerning executive session
 - Transparency and map

Consent Items/Financials

- Minutes of December 8st Meeting – Presented by Frances
- Bookkeeper’s Report – December, 2016 unaudited financial compilation: Presented by Candy.
- Check Review – Candy reviewed with the board. It was determined that the check for Gina would be voided due to an excused absence.
- Account Status/Billing Issues – The bill for #56 was sent to the new property owners and they have not responded. #189 has not paid so they will be posted again for non-payment and to be informed that a lien will be put on the property.

Brad motioned to accept the Consent Items/Financials as presented. Candy seconded the motion and it passed unanimously.

Operator in Charge Report

- Marty reported that the water plant and distribution systems are both operating well. A new starter, battery and space heater were installed in the generator and all is working well. The generator started at 6 degrees below. Marty ordered chemicals for the first six months of the year. Marty requested the funds for the annual bacteriological testing.

Old Business

- Infrastructure – Education - Candy reviewed the circumstances under which an executive session can be held.
- Contracts – Candy will put together an Operation Coordinator contract for Terry will include some of the following duties such as taking an active part for renter’s deposits, working on bubbler, reviewing the meter operations to make sure all are working, etc.... Terry will provide invoices for each meeting with a breakdown of job performed.
- Water Rates – The new water rates will come out on the February 1st bill.
- Bubbler – Terry and Marty replaced timer because it was running constantly. Terry will mail old timer back.

New Business

- 2017 Meeting Schedule/Location - Eric proposed a resolution to hold the WLWB meeting on the second Thursday of every month in the Peoples National Bank meeting room at 651 Scott Avenue, Woodland Park, Colorado 80863 at 6:00 pm. All members present agreed. This resolution complies with the requirements in the SDA manual to designate and post the time and place for the Board meetings. Paragraph 32-1-903(1)-(2), C.R.S. states The Board must adopt a resolution at the first regular meeting of each year designating the post place of the 24-hour agenda notice. Paragraph 24-6-402(2)(C) ,C.R.S. The meeting notice will be posted on the WLWD bulletin board at Lake Ruth, the website and on the pump house.
- Compliance - Transparency – Candy updated and filed with the SDA on 1/12/17.
- District Map – Terry sent in the map to the Division of Local Affairs (DOLA) with no changes.
- Eric proposed a resolution to post the Minutes on the website, bulletin board at Lake Ruth and the pump house. All members present agreed.
- Eric proposed a resolution to post the notices for Special meetings on the website, bulletin board at Lake Ruth, the pump house and email to county to post. All members present agreed.
- Authorization was given to the treasurer to file audit and to use same auditor, Osborne, Parsons and Rosacker for the 2017 audit.
- Eric, Candy and Terry will go to POA meeting to answer questions about rate changes.

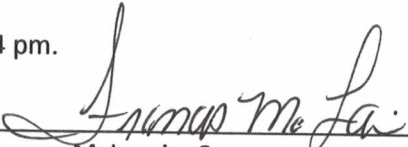
Board Discussion

- There was no additional discussion.

Monthly Meeting Adjournment

- Eric adjourned the meeting at 8:24 pm.

Respectfully submitted by:



Frances McLaurin, Secretary

Approved by:



Eric Keehn, President



Candy Amerine, Treasurer



Brad Bowles, Member