

**Westwood Lakes Water Board Meeting Minutes
February 9, 2017**

Attendees:

President – Eric Keehn

Member – Brad Bowles

Treasurer – Candy Amerine

Operations Coordinator – Terry Amerine

Secretary – Frances McLaurin

Member – Gina Wesolek

Operator – Marty Parrish

Location: People's National Bank Meeting Room, 651 Scott Avenue, Woodland Park, CO

Meeting called to order by Eric Keehn at 5:55

Monthly Meeting Opening

- Public Comments – None

Agenda Discussion

- Guest speaker options added to new business.
- Resolution review for posting of minutes added to new business.
- Update to POA meeting added to old business.

Consent Items/Financials

- Minutes of January 12th Meeting – Presented by Frances
- Bookkeeper's Report – January, 2016 unaudited financial compilation: Presented by Candy
- Check Review – Candy reviewed with the board. Terry gave a breakdown of his expenses.
- Account Status/Billing Issues – An attempt to contact #189 was made again about the past due amount but there was no response. Candy will send a certified letter letting the homeowner know that we are putting a lien on the property. Candy is trying to find out the name of the person to contact for #56 about the past due amount and left a message but has not received a return call. Candy moved that the four accounts that had 8001 to 10000 water usage to be credited \$25 on their first time of excess usage. Brad seconded the motion and it passed unanimously.

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

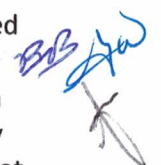
Operator in Charge Report

- Marty reported that the last month was a good month for plant operations and that there were no issues to report. One meter was working intermittently and Terry and Marty replaced the inner metering chamber. Candy reported to the homeowner that the meter is working well now. The Colorado Department of Health is now requiring all water systems to test for lead and copper on an annual basis instead of every three years. Marty asked the board members to give samples for the lead and copper testing. Marty is replacing the chlorine lines in the pump house to prevent any failure.

Old Business

- Operations Coordinator – Terry presented a draft of duties performed. Frances motioned to accept Operations Coordinator contract as presented. Gina seconded the motion and it passed unanimously.
- Infrastructure – Terry talked to Keaton Industries asking about the timer since it has not been working right. Terry will continue to monitor it to make sure that it functions correctly. Terry and Marty talked to someone about doing the mowing this summer but a final decision has not been made. Terry will let us know when the prospect gets back with him. Terry told him that he will need to provide Certificate of Liability. The board discussed building up the road on Valley Ln next year and getting proposals from the county. Marty suggested getting an actual depth reading on the water line before proceeding. Candy mentioned the need to locate all shut off

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valves and post them on the map when the weather gets warmer as discussed last year. Getting a new plat map of the subdivision from the county with updates to mark the location of the shut off valves was discussed. Terry suggested that the Water Board put in more grass carp to keep the cattails under control.

- Update on POA meeting – Eric talked about water conversation and went over the new rates and fees with the POA. The POA needs one more board member. Terry suggested that we talk to the POA about stocking the lake and he will get some quotes on the cost to stock the lake.

New Business

- Guest Speaker Options – The Board discussed having speakers to share the Water Board a history of Westwood Lakes and the water board. The Board would like for Ron Frindt to be a guest speaker on the March 9th meeting. Eric will ask Ron if he can join us. The board would also like to invite Bob Ruhmann and Katherine Seals to speak.
- Review resolution for posting minutes – Candy will review the requirements.

Board Discussion

Monthly Meeting Adjournment


- Eric adjourned the meeting at 8:15

Respectfully submitted by:



Frances McLaurin, Secretary

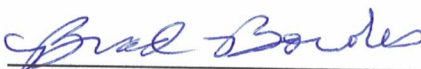
Approved by:



Eric Keehn, President



Candy Amerine, Treasurer



Brad Bowles, Member



Gina Wesolek, Member