

Westwood Lakes Water Board Monthly Meeting Minutes
January 11, 2023

Attendees:

| | | | |
|------------------------|---------------|-------------|------------------------|
| President – | Brad Bowles | Treasurer – | Candy Amerine |
| Vice President – | Gina Wesolek | | |
| Operator Coordinator – | Terry Amerine | Operator – | Marty Parrish (absent) |

Location: Meeting was conducted virtually via Zoom Conferencing due to the Covid-19 pandemic.

A quorum was present at this meeting.

Meeting called to order by Brad Bowles at 10:19 am.

Monthly Meeting Opening

- Public Comments – No members of the public attended.

Agenda Discussion

- None.

Consent Items/Financials

- Minutes of the regular Board Meeting for December 14, 2022, presented by Gina Wesolek.
- Minutes of the Final Public Hearing for the 2023 Budget for December 12, 2022, presented by Gina Wesolek.
 - All Board Members verbally approved the Minutes shown above.
- Bookkeeper’s Report – Reviewed by Candy Amerine
- Check Review – Reviewed by the board.
- Account Status/Billing Issues – Reviewed by Candy.
 - All documents regarding the Bookkeeper’s Report, Check Review, and Account Status/Billing Issues were reviewed and verbally approved by all Board Members.
 - The Board discussed account #86. It was agreed that the Board will ask the bookkeeper to prepare a 72-hour shut off notice due to non-payment on this account.

Brad made the motion to accept the Consent Items/Financials for December 2022 as presented. Gina seconded the motion and it passed unanimously.

Operator in Charge Report

The water plant and distribution systems are operating well. The electrician was able to reset the parameters on the bubbler blower allowing the plant to start up without having to go out and reset before every start up. The pumphouse drain was repaired. In the springtime Marty will have the ground dug up to do a permanent repair. Colorado Standby came out and got the generator to start up. It was low on coolant.

Operations Coordinator Report

Terry responded to six (6) 811 calls. Terry met with Marty and the electrician at the pumphouse. Terry worked on the budget before the Final Public Hearing. He attended the Final Public Hearing. Terry delivered the budget to the Teller County Courthouse. Terry attended a webinar regarding water rates. He attended the regular water board meeting. Terry attended a webinar regarding Lead and Copper. He met with Marty and Colorado Standby at the pumphouse to work on the generator. He met Marty and Kayo at the pumphouse to work on the frozen drain in the pumphouse.

Old Business

- Infrastructure – The Board discussed possible new board members. The Board also discussed the new home being built on Westwood Drive. The Board is in contact with the owner regarding the extension of the water main to the home.
- Education Opportunities – Candy attended several webinars regarding Lead and Copper, as well as drinking water testing in the future. She also will attend a webinar from SIPA (state portal) discussing ADA requirements on the district website.
- Record Retention – No discussion.
- Emergency Preparedness, What if? – No discussion
- Meter/MTU Replacement – Meters and MTU replacements will resume soon.
- 2023 Budget – Terry and Candy took the Budget to Teller County and will post it on the district website.
- 2023 Election – Call for nominations will be put in the Pikes Peak Courier.

New Business

- 2023 Resolution Agenda/Posting Locations –
 - Statute 24-6-402 (2) (c): Designate the meeting and posting locations. Brad moved to adopt a resolution to designate the regular meeting will be on the 2nd Wednesday of each month at 10am via Zoom Conferencing (until further notice due to the Corona Virus pandemic). Also, the posting place for the District's 24-hour agenda notice for an emergency meeting will be posted on the District website as well as the pumphouse. The designated locations for posting will be one physical location (pumphouse) and one electronic (website). Candy seconded the motion. It passed unanimously.
- Other New Business required/suggested at the first meeting of the year.
 - Statute 32-1-306: Update the district map. Terry took responsibility to file the 2023 letter with the state stating that there were no boundary changes to the district in 2022.
 - Statute 32-1-809 and 32-1-104 (2): Notice to Electors/Transparency Notice. The board discussed the document and contact information. Candy completed this and filed it appropriately with the state and county government along with posting on the SDA Website. Additionally, it will be linked from our district website.

Board Discussion:

- **Action Steps:**
 - The Board will hold a work meeting regarding the Fishing Permits at 9am on February 8, 2023.

Monthly Meeting Adjournment

Brad adjourned the meeting at 12:05 p.m.

Respectfully submitted by:

Acting Secretary, Gina Wesolek

Approved by:

Brad Bowles, President

Gina Wesolek, Vice President

Candy Amerine, Treasurer