

Westwood Lakes Water Board Monthly Meeting Minutes
April 12, 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 9:00 a.m.

Monthly Meeting Opening

- Public Comments – One member of the public attended.

Agenda Discussion

- None.

Consent Items/Financials

- Minutes of the regular Board Meeting for March 8, 2023, 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.
 - The board reviewed and approved a check payable to Colorado Water Resources and Power Development Authority, to pay off the remaining balance of the loan that was in place to pay for the construction of the pump house and water tank.
- 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.

Brad made the motion to accept the Consent Items/Financials for March 2023 as presented. Gina seconded the motion and it passed unanimously.

Operator in Charge Report

The water plant and distribution systems are operating well. Due to the high usage of water from The City of Woodland Park, Marty explained that he is having to rebuild chlorine pumps on a regular basis and is waiting to get some new ones, which are on back order until August. He is planning on lowering the property water shut off at 147 Illini when the ground thaws a little more. Marty did some locates at 7 Westwood for the electric company which will bore wire by the 6-inch water main. Materials have been ordered for the water main extension and should be arriving soon. Marty and Terry started on the meter replacement and will continue to work on them throughout the summer. Marty is waiting for The City of Woodland Park to stop pulling water so he can rebuild the failing chlorine system. He will be able to shut the plant down and run off the storage tank to do that.

Operations Coordinator Report

Terry responded to seven (7) 811 calls. Terry attended a DEO training. He spent some time working on Acct. #135. He met Marty at 33 Stillforest for a leak detection. He drained 80+ gallons inside the pumphouse and troubleshoot the cameras. He assisted Marty and Kayo with the frozen drain at the pumphouse. Terry attended the monthly water board meeting and worked on the fishing permits. He prepared and signed the cancellation of election to the Pikes Peak Courier. Terry called several

residents to set up meter installs. Terry ordered fish to re-stock the lake from Liley Fisheries. He called Acct.# 191 several times about excessive water use. Terry programed the meter and MTU for Acct.#103. He assisted Marty and Kayo at 147 Illini and 7 Westwood.

Old Business

- Infrastructure – Candy discussed the water main extension at 7 Westwood. The supplies have been purchased. The homeowner has submitted the water tap application. Candy made a motion to accept the application for a water tap permit for 7 Westwood Drive. Brad seconded the motion and it passed unanimously.
 - o The board discussed adding a new board member. Candy moved to appoint Janelle Walzer to fill a vacancy on the board of directors. She will take the oath of office on May 10, 2023, and her appointment will expire at the next regular election. Candy also moved to appoint Gina Wesolek to fill a vacancy on the board of directors. She will also take the oath of office on May 10, 2023 and her appointment will expire at the next regular election. Brad seconded the motion and it passed unanimously.
- Education Opportunities – Candy discussed the SDA workshops starting in June.
- Record Retention – No discussion.
- Emergency Preparedness, What if? – No discussion
- Meter/MTU Replacement – Meters and MTU replacements has begun. See the Coordinator report.
- 2023 Election – The notice of cancellation was published in the Pikes Peak Courier.
- 2023 Fishing Permits – The board has begun to receive applications for fishing permits.
- Website – July 1, 2023 is the deadline for updating the website for ADA compliance. Update is in progress.
- 2022 Audit – Candy submitted information to the auditors. She is reviewing the capitol improvement information.

New Business

- Consumer Confidence Report – this report is going out to all homeowners as well as being posted to the website.
- Meeting Schedule Update – next regular board meetings are scheduled for May 10, June 22, July 12, and August 9, 2023 at 9am.

Board Discussion:

- o **Action Steps:**

Monthly Meeting Adjournment

Brad adjourned the meeting at 10:56 a.m.

Respectfully submitted by:

Acting Secretary, Gina Wesolek

Approved by:

Brad Bowles, President

Gina Wesolek, Vice President

Candy Amerine, Treasurer