

Westwood Lakes Water Board Monthly Meeting Minutes
June 22, 2023

Attendees:

President –	Brad Bowles	Treasurer –	Candy Amerine
Vice President –	Gina Wesolek	Member –	Janelle Walzer
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 9:07 a.m.

Monthly Meeting Opening

- Public Comments – No members of the public attended.

Agenda Discussion

- None.

Consent Items/Financials

- Minutes of the regular Board Meeting for May 10, 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 the invoices from Armentrout Construction.
- 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 #135. Candy will draft a letter to send to this resident discussing payment options.

Gina made a motion to accept the above transactions agreed upon by the board and to accept the Consent Items/Financials for May 2023 as presented. Brad seconded the motion and it passed unanimously.

Operator in Charge Report

The water plant and distribution systems are operating well. Marty and Terry installed 13 meters and MTU’s during the previous month. Marty and Terry have met with the homeowner and contractor at 7 Westwood to discuss the water main extension. Marty met with the boring company for Core Electric and the builder for 7 Westwood. He has also been in touch with an excavator, that works with the contractor for that home, that wants to bid on the water main extension. Marty will be working on the water main extension, as well as meters installed, and work at the pumphouse starting the week of July 16th. The VOC and Nitrate water tests were completed last month with no violations. Lead and Copper testing will happen next month.

Operations Coordinator Report

Terry responded to eight (8) 811 calls. Terry worked with Marty to install 13 more meters and MTU’s. They have installed 96 total to date. Terry ordered an additional \$500 of fish to be delivered from Liley Fisheries. The delivery came on May 23rd. Terry attended a webinar on algae management. He also oversaw the cleanup of the algae on the lake. The Board discussed providing compensation to two district members for their hard work cleaning the lake. Brad made a motion to pay the two individuals \$20 per hour for each hour of work on the lake and two \$25 gift cards. Candy seconded the motion and

it passed unanimously. Terry also called accounts to set up installations of meters. Terry did an on-line meeting with Streamline on ADA compliance. Terry prepared more fishing permits and attended the monthly Waterboard meeting.

Old Business

- Infrastructure – No discussion
- Education Opportunities – Gina gave a recap of the SDA workshop in Salida.
- Record Retention – No discussion.
- Emergency Preparedness, What if? – No discussion
- Meter/MTU Replacement – Meters and MTU replacements continue.
- 2023 Fishing Permits – See Operations Coordinator Report. Janelle also gave an update.
- Website – Terry is still working on ADA compliance. Also working on alternative options.
- 2022 Audit – Candy will meet with the auditor.
- Consumer Confidence Report – report has been completed and delivered.

New Business

- Election of Officers – Candy made a motion to nominate Brad as Chair/President. Gina seconded the motion and it passed unanimously. Candy made a motion to nominate Janelle as Secretary. Brad seconded the motion and it passed unanimously. Gina made a motion to nominate Candy as Treasurer. Brad seconded the motion and it passed unanimously. Gina will be on the board as Member at Large.

Board Discussion:

- o **Action Steps:**
 - o Candy will purchase gift cards for the two members that cleaned the lake. Candy will study more on the ADA compliance for the website. Candy will talk with the auditor and review what has been done so far.

Monthly Meeting Adjournment

Brad adjourned the meeting at 11:07 a.m.

Respectfully submitted by:

Acting Secretary, Gina Wesolek

Approved by:

Brad Bowles, President

Gina Wesolek, Vice President

Candy Amerine, Treasurer

Janelle Walzer, Member