

Westwood Lakes Water Board Monthly Meeting Minutes
May 8, 2024

Attendees:

| | | | |
|------------------------|----------------|----------------------|---------------|
| President – | Brad Bowles | Treasurer – | Candy Amerine |
| Secretary – | Janelle Walzer | Operator In Charge – | Marty Parrish |
| Operator Coordinator – | Terry Amerine | | |

Location: Meeting was conducted virtually via Zoom Conferencing due to needing a remote working environment.

A quorum was present at this meeting.

Meeting called to order by Brad Bowles at 1:10 pm

Monthly Meeting Opening

- Public Comments – No members of the public attended.

Agenda Discussion

- None.

Consent Items/Financials

- Minutes of the regular Board Meeting for April 10, 2024 presented by Janelle Walzer.
 - All Board Members verbally approved the Minutes.
- 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 three outstanding accounts.

Brad made a motion to accept the above transactions agreed upon by the board and to accept the Consent Items/Financials for April 2024 as presented; to include approval of waived late fee for a homeowner as requested due to inability to drop off payment at water house due to snow storm. Janelle seconded the motion and it passed unanimously.

Operator in Charge Report

Water plant and distribution systems are running great. We had a water main break on April 3rd off Lakeview Circle found on an easement; it took a day for the leak to surface, so we lost a lot of water. When the weather gets nicer, cleanup work will need to be done on the properties with the two water main breaks that happened this winter/spring. Marty replaced all the chlorine lines and injectors; they were originals and starting to crack. Brad and Marty have visited with home on Lakewood Circle regarding possible water damage; an insurance claim has since been made. Terry and Marty will work on the remaining water meters. Candy and Marty will work with the state advisor to complete the lead service line inventory documents. As of May 8th, the City of Woodland Park is no longer pulling water. The well meters have been calibrated per the state.

Operations Coordinator Report

Terry responded to eight (8) 811 calls after conferring with the Water Operator. Terry worked on water main break with homeowner in early April. Terry filed insurance claim for possible water damage post water main break. Terry ordered fish which should arrive mid-May. Terry attended PFAS webinar and cybersecurity via Zoom meeting. Terry worked on website.

Old Business

- Infrastructure –Discussion regarding the response to the POA to host annual picnic on lake property – email response to be sent back. As noted in Operator in Charge Report, an insurance claim from water main break in April for possible home damage; the homeowner and WLWD will receive report post review.
- Education Opportunities – opportunities available online. Terry attended two events noted in Operations Coordinator Report.
- Emergency Preparedness, What if? – Discussion of what if? – None.
- Meter/MTU Replacement – Meters and MTU replacements continue; update provided in Operator in Charge Report above.
- Website – Terry continues to work on this as noted in Operations Coordinator Report. The state could be delaying the July 2024 deadline for ADA updates. We will have insurance coverage under the SDA coverage and will not need special insurance.
- Audit 2023 – Scheduled for June 2024.
- Consumer Confidence Survey (CCR) – This will be sent out to users this month.
- Service Line Inventory Survey – None.
- Lake Maintenance & Resources – See Operations Coordinator Report regarding fish and microbes.
- Policy Working Draft – None.
- Rules & Regulations Working Draft – None.
- Resolutions Archive Working Draft – None.
- Planned Projects Working Draft – None.

New Business - None

Board Discussion:

- o **Action Steps:**
 - o Next work meeting will be May 22nd at 1pm.
 - o Next regular monthly meeting will be June 12th at 1pm.

Monthly Meeting Adjournment

Brad adjourned the meeting at 2:35 pm.

Respectfully submitted by:

Janelle Walzer, Secretary

Approved by:

Brad Bowles, President

Janelle Walzer, Secretary

Candy Amerine, Treasurer