

**Thunderbird Water & Sanitation District
Board of Directors Monthly Meeting Minutes
March 8, 2018**

Call to Order:

7:04 P.M.

TWSD Board Members Present:

Larry Morris, Barry Gager, Gary Cammarata, Bruce Boydston and Duff Comstock

Other TWSD Present:

Edd Berchem (TWSD accounting services)

Resident Present:

Clint Milazo (lot # 61)

Resident Discussion:

Mr. Milazo not only lives in Indian Creek but also owns two rental houses in Indian Creek. He primarily attended the meeting to discuss the Board's new policy for billing water usage to the lessor rather than the lessee. The Board has changed its billing procedure because of collection problems which have occurred when a lessee leaves the rental in the mid part of a quarter and/or another lessee moves in for the latter part of the quarter.

The Board explained that quarterly lessee water bills will be sent to the lessor who will deliver them to the lessee for payment. If a lessee should move out of a rental anytime during a quarter, the lessor will immediately notify the Board. The Board will read the pertinent meter, calculate the cost of the water used to date and send the partial quarterly bill to the lessor for collection from the lessee and forwarding the collection to the Board. Any subsequent lessee will pay for water usage for the rest of the quarter as calculated by the Board with quarter ending billing sent to the lessor.

There was also a discussion about a late fee.

Minutes:

The draft February 8, 2018 monthly Board meeting minutes was approved by the Board 5-0.

Financial:

Accounts payable was reviewed by the Board. Checks issued March 8, 2018 were signed and unanimously approved by the Board (5-0).

Checks written and issued for bills (Guaranty Bank and Trust) were #8762 through #8774. Beginning check #8762 reconciles to the ending check for last month's approved checks #8761.

Register - Cash Reserve Report - The beginning balance (3/8/2018) reconciles to the ending balance from the prior monthly Board meeting (2/8/2018).

TWSD Financial Statements for January 1 – February 28, 2018. The Financial Statements were reviewed and discussed by the Board. The Board unanimously accepted (5 to 0) the Financial Statements.

Meter Reading & Billing and Usage Report (Fourth Quarter) 3/8/2018 Electric meter reader is still in repair. It will be another month before it is returned. No exceptions noted / Usage report.

Late Notices – A listing of late notices was discussed by the Board.

Rental Report – Duff Comstock will research all Indian Creek households for those that are now rentals and establish their titled owner (Edd will send Duff a listing of rentals that are presently known). Duff will present a tentative rental list to the Board at the April meeting.

Back up flash drive was exchanged between the Treasurer and Accounting Services.

Old Business:

New Billing System – The Board continued discussion concerning a new billing system. Edd has contacted the Billing vendor and should get some cost figures on the billing and accounting systems and be able to do a test on TWSD first quarter billing readings.

System operation - The SCADA system, pumps and chlorine systems are operating properly.

Well 3 problem call indicated single phase. The well was left alone, control had to be reset next morning. Problem appears to be with IREA. Well #3 still only producing about 50 gal/ min

Well #1 had an injection tube failure. It was repaired. Hydrant at 3625 Hopi was replaced. Chlorine was high in the High System. Well #1 is shut down as far as possible.

Rural Water Authority of Douglas County – There will be a seminar @ Parker Library on Well Drilling and Rain Water Collection.

Lambert Ranch - Bruce has talked to the TWSD attorney and gave him the easement maps and survey. Attorney is to get pertinent information to the appraiser.

Well #3 – The Board is anticipating having Hydro Resources make needed major repairs on Well # 3. A contract has been signed. The repairs need to be made very soon. A major concern is the down time required.

Web Site – Barry Gager is pursuing the creation of a new web site for TWSD. Barry has applied for a grant to help with the expenses of building the new web site. Barry has received notice that the grant was not approved for TWSD. The Board is still going to pursue the new web site at a cost of \$1,000 to \$2,000 and a one to two months' time frame.

NOTE: Subsequent information indicates that TWSD was approved for the grant

New Business:

There is a new house in Indian Creek that needs water brought in from the water main. We will have to examine and if appropriate, approve the installation.

Adjourn:
9:35 P.M.

Submitted by:
Gary D. Cammarata
TWSD Board Secretary