

**Thunderbird Water & Sanitation District
Board of Directors Monthly Meeting Minutes
February 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)

Residents Present:

None

Minutes:

The draft January 11, 2018 monthly Board meeting minutes was approved by the Board 5-0.

Financial:

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

Checks written and issued for bills (Guaranty Bank and Trust) were #8743 through #8761. Beginning check #8743 reconciles to the ending check for last month's approved checks #8742.

Register - Cash Reserve Report - The beginning balance (2/8/2018) reconciles to the ending balance from the prior monthly Board meeting (1/11/2018).

TWSD Amended Financial Statements for January 1 – December 31, 2017. The Financial Statements received at the January 11, 2018 Board meeting required a line item amendment. The amendment was made and accepted by the Board 5-0

TWSD Financial Statements for January 1 – January 31, 2018. The Financial Statements were reviewed and discussed by the Board. After a discussion with TWSD accounting (Edd Berchem), the Board unanimously accepted (5 to 0) the Financial Statements subject to an adjustment to accounting expense.

Billing and Usage Report – The report was not available for distribution. A master copy was reviewed and no exceptions were noted.

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 Berchem has not been able to make much progress in obtaining additional information on proposed systems. Edd was asked to not only obtain billing information but also complete accounting system information on considered systems. Edd was also asked to obtain approval by proposed vendors to allow us to use a copy of TWSD's third or fourth quarter billings for a test of the proposed new systems.

System operation. The SCADA system, pumps and chlorine systems are operating properly. Standard maintenance conducted on chlorine pump for well #1. There is a need to order a new chlorine pump for well #1. Bruce Boydstun will be purchasing the new pump.

Lambert Ranch - Engineering and survey information has been sent to Tim Flynn (TWSD Attorney).

Well pump #3 – The water production from well #3 has continued to drop. The well needs major repairs. Larry Morris has not been able to contact the well drilling contractor that TWSD had a bid from in November 2017. Therefore, he has contacted a second well drilling contractor and received a bid from the second contractor. The second bid is a higher cost than the first but due to the urgency of making repairs to well #3 the Board discussed the feasibility of using the second bid to make repairs as soon as possible.

The Board also discussed the need to use only Well #1 while Well #3 is down for repair. Under normal conditions during winter months Well #1 is barely capable of producing water for all Indian Creek. However, at present there are at least a couple of homes that apparently have substantial leaks which haven't been repaired. These homes will have to be required to repair their leaks.

The homes with known leaks will be contacted and told to make appropriate repairs. Larry will try to contact both bidders for final determination of bidder to be used.

New Business:

Remote meter reading sensor – The remote meter reading sensor malfunctioned while meters were read the first of February. The sensor has been returned to the vendor for repairs. TWSD was given a "loaner" while repairs are being made.

System Water Loss – The Board discussed system water loss and techniques for discovery of water loss locations.

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. There appears to be a rather large amount of money available and the grant amount that we might get could be around \$1,000 and it can be used for new web site expenses that have occurred prior to receiving the grant. He has already applied to get a site. Barry has done the preliminary work to get TWSD on the list for requesting grant funds. TWSD may get a notification of determination in the first or second week of March. Barry also has a couple of references for people that could set up the Site if we should choose to go that route. Barry believes that a new web site could cost \$1,000 to \$2,000.

Adjourn:
9:16 P.M.

Submitted by:
Gary D. Cammarata
TWSD Board Secretary