

**Thunderbird Water & Sanitation District  
Board of Directors Monthly Meeting Minutes  
June 8, 2017**

**Call to Order:**

7:08 P.M.

**TWSD Board Members Present:**

Larry Morris, Barry Gager, Gary Cammarata and Bruce Boydston (Duff Comstock was absent)

**Other TWSD Present:**

Edd Berchem (TWSD accounting services)

**Public Present:**

Mike Owen (Lot # 100)

**Public Discussion:**

Mike had questions about the occurrence of the normal Spring fire hydrant flushing. The Board explained that we have decided to skip the Spring flushing because we didn't want to flush while the three storage tanks were being cleaned and we are now into the Summer high water usage time. We will conduct the normal Fall fire hydrant flushing.

In addition, Mike asked about the status of the Lambert Ranch ground water project. The Board indicated that we are still in the process of getting the engineering done on Lambert prior to submitting an updated proposal to Lambert on easement locations.

**Minutes:**

The draft May 11, 2017 monthly Board meeting minutes was approved, as amended by three of the four Board members present. Gary Cammarata abstained.

**Financial:**

**Accounts payable** was reviewed by the Board.

Checks issued June 8, 2017 were signed and unanimously approved by the four Board members present.

**Checks written** and issued for bills (Guaranty Bank and Trust) were #8628 through #8613. Beginning check #8639 reconciles to the ending check for last month's approved checks #8627.

**Register - Cash Reserve Report** - The beginning balance (6/8/2017) reconciles to the ending balance from the prior monthly Board meeting (5/11/2017).

**TWSD Financial Statements for January 1 –May 31, 2017.** The Financial Statements were reviewed by the Board. The Board unanimously accepted (4 to 0) the Financial Statements.

**Meter Reading** – Six Past Due Payment Letters were sent out. The cost of sending the letters was discussed.

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

**Board Activities Manual** The Board discussed setting up a detailed documentation manual of required Board activities such as schedules of tests and inspections to be done throughout the year along with notations as each is completed. Also, to be included in the manual will be a listing of vender, bank and subcontractor contacts.

#### **Old Business:**

**System operation.** Had a water break. There are three new chlorine valves available in well house #3. There have been problems with the valves leaking. The SCADA system, chlorine and pumps are working properly. Bruce Boydston reviewed the process required to acknowledge the SCADA problem autodialer. There is also an “as built” schematic of the various zones and the alarms associated with that zone.

**Lambert Ranch** – On 6/5/2017 Larry signed the engineering firm (FEI) Proposal (step 1 and step 2) for documentation of pipe line, utility and well locations. The engineered route will be used to obtain the required easements on Lambert Ranch.

**Tank Cleaning** – Tank cleaning was successfully completed with less than expected problems. The contractor recommended that the lid gaskets on the water storage tanks be replaced.

#### **New Business:**

**Website -** Barry Gager is the administrator for the TWSD Website. Barry reports the Website has problems such as the inability to add things and upload files that you create links to. The Website has become very cumbersome. Barry has researched various solutions and the cost of changing the host and reconstructing the Website. Several alternatives for a new website were discussed. Barry will further explore the possibilities of a new website.

**System Leaks** - At the April 13, 2017 Board meeting Gary Cammarata was asked to obtain information on water line leak detection contractors. Gary contacted one firm and obtained the name of another firm. The contacted firm indicated that they would need a map of the TWSD system including all valves to make an estimate of the cost of doing a system wide determination of leaks. Gary needs to obtain clean maps of the TWSD system to forward them to the leak contractors.

There is evidence that we have leaks because of the difference between the two well meters and the total of all household meters. There are two water systems. One system for each well going to specific households supplied by each well. The two well meter comparison to the total household meters doesn't show if one system leaks more than the other. Larry Morris and Barry Gager both indicated that they had set up spread sheets that tried to evaluate the percentage water loss of each separate system and would forward the spread sheet to Gary.

**Adjourn:**  
9:08 P.M.

**Submitted by:**  
Gary D. Cammarata