

**Thunderbird Water & Sanitation District
Board of Directors Monthly Meeting Minutes
April 19, 2018**

Call to Order:

7:07 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 March 8, 2018 monthly Board meeting minutes was approved by the Board 5-0.

Financial:

Accounts payable was reviewed by the Board. Checks dated April 12, 2018 (one week prior to this Board meeting) were signed and **unanimously approved** (5-0) by the Board.

Checks written and issued for billings (Guaranty Bank and Trust) were #8775 through #8792. Beginning check #8775 reconciles to the ending check for last month's approved checks #8774.

In addition, check #1080 was written on the TWSD Chase Bank Account. The check was written to transfer funds from the TWSD Chase Bank Account to the TWSD Guaranty Bank and Trust account.

Register - Cash Reserve Report - The beginning balance (4/19/2018 report) reconciles to the ending balance from the prior monthly Board meeting (3/8/2018 report).

TWSD Financial Statements for January 1 – March 31, 2018. The Financial Statements were reviewed and discussed by the Board. The review revealed current property tax revenues from Douglas County had not been included in the statements. The Board unanimously accepted (5 to 0) the current

Financial Statements with the condition that the TWSD accountant will make the correction for the property tax revenues.

New Billing System – The Board reviewed and discussed the proposed new billing system. The TWSD Accountant (Edd Berchem) is testing a proposed new billing system. He has used the new billing system to send out water use bills for the first quarter (2018).

The bills and the new first quarter Billing Register were discussed by the Board. The Board noted the first page of four pages of the Register was missing. The missing page will be e-mailed to the Board. The review of the proposed new billing seems to indicate to the Board that this new system will be an improvement over the old system. Edd had some questions about the new system's ability to accommodate a mid-quarter change in renters or ownership. The Vendor had indicated to the Board that the new system could accommodate mid quarter changes. The billing system test will continue through the second quarter. Mid-quarter changes will occur and be addressed by contact with the Vendor if needed.

The Board ask Edd to contact the Vendor to get a cost of a total integrated accounting system (rather than just a billing system). Edd indicated he would follow-up.

Rental Report – The status of rental properties and their ownership was discussed by the Board as referenced by the above new billing Register and Duff Comstock's review and documentation of Indian Creek Ranch rentals.

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

Old Business:

System operation - Larry Morris reports the flow meter on Well #3 is still not working properly. The meter shows jagged lines rather than smooth lines. Technicians will be notified for repairs.

Bruce Boydston indicates Well #3 water is being transferred to Well #1 water because we are about to run out of Chlorine for well #1 water. A new chlorine pump has been purchased for well #1. The new pump will be installed, and the old pump rebuilt and stored at the Club House shed for future use.

Rural Water Authority of Douglas County – In the past the Colorado Water Conservation (CWC) Board has been funding the Rural water well level monitoring program. The CWC has announced that it will open potential future funding for the program and the USGS prepared an application for a grant to continue the program for another year. The RWADC is very low on funding since Douglas County is no longer a member of the Authority.

The RWADC will be sending out a newsletter discussing rain water collection. The Authority will also be giving a seminar on well drilling and permitting for individuals (May 17,2018).

Lambert Ranch - There is no additional information on the status of obtaining water well and utility easements on Lambert Ranch. The survey documentation is with the TWSD Attorney.

Web Site – The creation of the new WEB Site is progressing well. However, it is not certain that the new site will be completed by July 1, 2018. The Board will have to use the old WEB Site to make CCR information available to TWSD households by July 1, 2018.

New Business:

Steps at Well #3– The steps are deteriorating. Temporary repairs have been made/ Bruce Boydston. Permanent repairs are needed.

Well #3 Chlorine Pit - There is a 4” steel pipe in the pit. The pipe is very corroded and pitted. Temporary repairs have been made/ Bruce Boydston. Permanent repairs are needed. For future repairs The Board will consider using Stainless Steel.

Transfer Pump – The transfer pump is still missing a phase. IREA will be called for repair.

Semi Annual Fire Hydrant Flushing – The Board scheduled flushing for April 28 & 29, 2018, with the alternate/ poor weather being May 5 & 6, 2018.

Training:

A SCADA Screen print of a recent Well #3 problem was presented To the Board for analysis and discussion of the problem and its cause.

Adjourn:

9:25 P.M.

Submitted by:

Gary D. Cammarata
TWSD Board Secretary