

Thunderbird Water & Sanitation District
Board of Directors Monthly Meeting Minutes
February 14, 2019

Call to Order:
7:07 P.M.

TWSD Board Members Present:
Larry Morris, Barry Gager, Gary Cammarata and Duff Comstock
Other TWSD Present:
Edd Berchem (TWSD accounting services)

Residents Present:
Mike Owen (Lot 100)

Resident Discussion:

Mike referenced the recent water line break (Mohawk Rd, 2-13-2019). He indicated he had "tainted" colored water and air in his house plumbing in spite of the back-flow preventer that he has installed in his house main line. Mike's information was puzzling to the Board since the break was on the District's High System and Mike is on the District's Low System. Mike's problem may be an indication that there may be a crossover valve between the two systems that is not completely shut.

Mike also questioned a letter sent out to Indian Creek residents concerning a written plan for back-flow prevention. Larry Morris is working on such a plan.

In addition, Mike and the Board discussed the schedule for meter replacement at his residence and the status of acquiring easements for TWSD Lambert Ranch ground water rights.

Minutes:

The draft January 10, 2018 monthly Board meeting minutes was approved by the Board (4-0).

Financial:

Accounts payable was reviewed by the Board. Checks dated February 14, 2019 (# 8921- #8933) were signed. All checks were unanimously approved for issue (4-0) by the Board.

Checks Printed (Guaranty Bank and Trust) and issued (2/14/2019) for billings were #8921 through #8933. Beginning check #8921 reconciles to check #8920 issued on 1/10/2019.

Register (Guaranty Bank and Trust) - Cash Reserve Report – Reconciliation – The beginning cash balance (2/14/2019 report) does reconcile to the ending cash balance from the prior monthly Board meeting (1/10/2018 report).

Register (Chase Bank) - Cash Reserve Report – Reconciliation - The beginning balance including deposit and transfer to Guaranty Bank (2/14/2019 report) reconciles to the ending balance from the prior month (1/10/2018 report).

Register (UBS) - Cash Reserve Report – Reconciliation - The beginning balance (1/31/2019 report) reconciles to the ending balance from the prior month (12/31/2018 report).

TWSD Financial Statements for January 1 – December 31, 2018. At the January Board meeting copies of the Financial Statements were reviewed by the Board. The Financial Statements were not accepted by the Board. Numerical and date errors on the Statements were noted. Edd Berchem (Accounting Services) will make corrections to the Statements. The Board will reexamine the Statements at the February Board meeting. See the Financial Statement review below.

Corrected TWSD Financial Statements for January 1- December 31, 2018. Financial Statements were reviewed and accepted (4-0) by the Board.

TWSD Financial Statements for January 1 – January 31, 2019. Financial Statements were reviewed and accepted (4-0) by the Board.

Billing Cut-Off List – The Cut-Off List was examined by the Board. No exceptions were noted.

Cash Management – Barry Gager reported the various Bills and/ or Notes TWSD has in the UBS account will be maturing. These funds will be reinvested at UBS for various term lengths assuring reliable funds availability.

Sequoyah Billing System – Edd Berchem (Accounting Services) is not able to electronically enter his spread sheets of quarterly water usage into the Sequoyah Billing system. Edd can manually enter water usage in about one-hour data entry time. Barry Gager will follow up with Sequoyah to determine a solution. If the quarterly entries are done by Sequoyah at a given price, Edd indicates he will do the manual entries for a lesser cost than is charged by Sequoyah.

W-2 and 1099 – Future security over issuing W-2s and 1099s was

discussed by the Board.

Flash Drive Exchange – The Treasurer and Accounting Services did exchange accounting transaction back up flash drives.

Old Business:

System operation – The chlorine system, pumps and SCADA system are working properly.

TWSD new Web Site – The creators of our new Web Site have asked TWSD to participate in a press release notifying of our existence and the existence of the TWSD Web Site. The Board decided not to participate.

Dominion Feasibility Study - TWSD has been sent a draft agreement and has suggested certain changes.

Lambert Ranch Water – TWSD attorney, Tim Flynn, needs the legal description of the easement area between Well #1 and Well # 2 as indicated by our engineering firm, FEI Engineers, which has added 20 feet to the existing 30-foot easement boundary between the two proposed Lambert wells.

Water fee Increase – Barry Gager will update his Budget Spread sheet for use in analyses of possible need for a water fee increase.

Resident Notification/ Water Main Breaks – The board proposed mass email notification procedures to be used for water emergencies impacting Indian Creek residents.

Adjourn: 9:27 PM

Submitted by:

Gary D. Cammarata
TWSD Board Secretary