

Thunderbird Water & Sanitation District
Board of Directors Monthly Meeting Minutes
January 10, 2019

Call to Order:
7:01 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 December 13, 2018 monthly Board meeting minutes was approved by the Board (4-0). Barry Gager did not vote. He did not arrive at the Board meeting until after the vote was taken.

Financial:
Accounts payable was reviewed by the Board. Checks dated January 10, 2019 (# 8907-#8919) were signed. All checks were unanimously approved for issue (5-0) by the Board.

Checks Printed (Guaranty Bank and Trust) and issued (1/10/2019) for billings were #8907 through #8919. Beginning check #8907 reconciles to check #8906 issued on 12/13/2018.

Register (Guaranty Bank and Trust) - Cash Reserve Report – Reconciliation – The beginning cash balance (1/10/2019 report) does reconcile to the ending cash balance from the prior monthly Board meeting (12/13/2018 report).

Register (Chase Bank) - Cash Reserve Report – Reconciliation - The beginning balance including deposit and transfer to Guaranty Bank (1/10/2019 report) reconciles to the ending balance from the prior month (12/13/2018 report).

TWSD Financial Statements for January 1 – December 31, 2018.
Copies of the Financial Statements were reviewed by the Board. 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.

Billing Register - The Billing Register was examined by the Board. No exceptions were noted.

Cash Management – During the December Board meeting, Barry Gager (Treasurer) proposed moving funds from the TWSD Chase Bank account to the TWSD UBS investment account in order to increase the interest

earned. The Board approved of the move of funds (5-0). Barry's intent was to close out the Chase Account and open a checking account (in addition to the investment account) with UBS. However, Barry concluded that it is more workable to keep the Chase account as a checking account to be used to receive tax revenues to be invested in the UBS account and as the check disbursement account for payment of loans and depositing operating funds to the Guaranty Bank account

Barry also suggested an adjustment to the presentation of current assets, Chase account in the monthly (interim) financial statements. Instead of two-line items (Debt Service and Operating), the Chase account will be only one-line item, the sum of the two-line items.

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. 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.

System leaks – The Board discussed the high volume of water system leaks. The leaks are indicated by comparing the well meters to the total of all individual meters. Method of trying to isolate leak locations and portions of the main lines that are more likely to have leaked were discussed.

Flash Drive Exchange – The Treasurer and Accounting Services did not exchange accounting transaction back up flash drives.

Old Business:

System operation – The chlorine system, pumps and SCADA system are working properly. The SCADA did go down but is back up now after rebooting.

Back Flow Device Plan – This plan is a review of District residences on which we may be able to install back flow preventive devices.

Rural Water Authority of Douglas County – Every third Wednesday RWADC will be having its meetings at the Sedalia Fire Station.

TWSD new Web Site – Barry Gager has not been able to get into the Web Site and is awaiting information which will allow him to enter Board minutes and a TWSD Notice of Violation document concerning plans addressing back flow preventive devices for TWSD.

Dominion Feasibility Study - TWSD has been awarded the Grant and is waiting to be sent a contract regarding the implementation of the Feasibility Study.

Lambert Ranch Water – TWSD Board voted (5-0) to have our engineering firm, FEI Engineers, add 20 feet to the existing 30-foot easement boundary between the two proposed Lambert wells. Also, FEI will be requested to determine if the total of 50 feet is enough if we need to include two pipes for the entire easement length. If 50 feet is not enough then the entire easement length needs to be adjusted by FEI.

Alan Plummer Associates - As of January 1, 2019, FEI Engineers is part of Alan Plummer Associates. Like FEI, it is water focused. Contractually, FEI needs to assign all existing contracts to Alan Plummer Associates. The consent to assign the contract with TWSD to Alan Plummer was signed by Larry Morris (Board President TWSD).

Water Rate Fees – The Board Discussed the possible need for a water sale rate change with a target of next July for a possible implementation. Board members will come to the February Board meeting with budget items thought to be needed in the future. Barry Gager (TWSD Treasurer) will bring a cumulative budget spread sheet concerning past years and projected future years expenditures and revenues. The Board can conclude on needed revenues and if there is a need for changed rates for water sales.

Water Line Break Policy – The Board discussed change to the Water line Break Policy. As of this date (January 10, 2019) the Board has determined that the water line break policy will only apply to the main service line between the meter pit and where it enters the main dwelling. The Board approved this change on a (5-0) vote.

Adjourn: 9:47 PM

Submitted by:

Gary D. Cammarata
TWSD Board Secretary