

Thunderbird Water & Sanitation
District Board of Directors
Monthly Meeting Minutes
March 21, 2019

Call to Order:

7:06 P.M.

TWSD Board Members Present:

Larry Morris, Gary Cammarata, Bruce Boydstun and Duff Comstock

Other TWSD Present:

Edd Berchem (TWSD accounting services)

Residents Present:

None

Minutes:

(1) The adjusted draft February 14, 2019 Monthly Board meeting minutes was approved by the Board (3-0). Bruce Boydstun abstained. He was not present at the February 14, 2019 Monthly Board meeting.

(2) The adjusted draft March 4, 2019 Special Board meeting minutes was approved by the Board (3-0). Larry Morris abstained. He was not present at the Special Board meeting. The Special Meeting was held in order to review the Cost Share Agreement between Dominion Water and Sanitation District and Thunderbird Water and Sanitation District

Cost Share Agreement Signed:

The Board voted (4-0) to sign the Cost Share Agreement between Dominion Water and Sanitation District and Thunderbird Water and Sanitation District. The document was signed by Larry Morris (TWSD President) and Gary D. Cammarata (TWSD Secretary). The signed agreement was scanned by Gary D. Cammarata and emailed (3-21-2019 10:19 PM) to Sarah Stone, Operations Manager Dominion Water and Sanitation District. Email copies were also sent to all TWSD Board members.

Financial:

Accounts payable was reviewed by the Board. Checks dated March 21, 2019 (# 8934-

#8943) were signed. All checks were unanimously approved for issue (4-0) by the Board.

Checks Printed (Guaranty Bank and Trust) and issued (3/21/2019) for billings were #8934 through #8943. Beginning check #8934 reconciles to check #8933 issued on 2/14/2019.

Register (Guaranty Bank and Trust) - Cash Reserve Report – Reconciliation – The beginning cash balance (3/21/2019 report) does reconcile to the ending cash balance from the prior monthly Board meeting (2/14/2018 report).

Register (Chase Bank) - Cash Reserve Report – Reconciliation - The beginning balance (3/21/2019 report) reconciles to the ending balance from the prior month (1/31/2019 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 – February 28, 2019. Financial Statements were reviewed and accepted (4-0) by the Board.

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

Old Business:

System operation – The chlorine system, pumps and SCADA system are working properly. There is a need for more chlorine test packets. The packets will be ordered.

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. FEI is going to contact CSS to see if all data points are accurate.

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

New Business:

Douglas County Public Works – The Board has been contacted by Douglas County Public Works. There is a new requirement that indicates that Public Works has to maintain a record of all utilities within the gravel road and right-of-way system and the precise location of such utilities. This is called a Tier II Locate. This appears to be associated with the 811 locate that the Board has been addressing. This process is to determine liability if road repair and maintenance equipment should damage TWSD utility assets.

CCR and Notices/Water back-up preventer – ED Berchem will include copies of CCR and notices of water back-up preventer with quarterly billings.

Current Testing – Larry Morris reviewed the current water (chlorine) testing locations and the extended requirements if any location should fail.

Adjourn: 8:33 PM

Submitted by:

Gary D. Cammarata
TWSD Board Secretary