

**Pinewood Springs Water District Board Meeting Minutes**  
**October 26, 2022**

**Regular Meeting** of the Board of Directors of the Pinewood Springs Water District's Water Enterprise. Conducted via Zoom.

**Board Members Present:** Stephen Stewart, Mike Murphy, Kim Bologna, Patty Peritz. **Absent:** Dan Robinson

**District Employees Present:** Gabi Benson, Bobby Longworth, Zion Lea. **Absent:** None

**Community Members Present:** none.

Establish a quorum: Yes

Meeting opened at 7:00 P.M.

**New Customer Issues:** None.

**High Users:**

Levy at 15,700 - Customer found a toilet running in the basement. Bill was sent with warning letter.

Brinkley at 13,900 - Customer found leak in wall of downstairs bathroom. Bill was sent with warning letter.

**New Business:**

**Rate Change discussion:** Board reviewed and discussed rate increase analysis for November 2022. Board was all in agreement with Example (2) Increase Fixed component \$8.00, increase Usage to \$.80 Low, \$1.60 High, \$7.50 Excess.

**Liability Insurance update:** Renewal policy is due Jan. 1, 2023. Asset survey needs to be completed by December 1, 2022.

**Old Business:**

**Tank Refurbishment:** The 100K tank is filling up. There is a recommended testing 3-day holding period when tank is full. Samples and residuals are then taken. When chlorine levels are within potable level, the tank is opened up to the system. The 20K tank is delayed on Viking's availability and Cherry pit pump house conditions. Billing to come on the 100K tank upon completion.

**2023 Budget:** Discussed Proposed 2023 Budget.

**November & December Meeting Date Change:** The November meeting will be held via ZOOM on Thursday, 11/17. The December meeting will be held via ZOOM on Thursday, 12/15.

**Grant Updates:** Main water line infrastructure projects estimates from contractor are in progress. Grant process will move forward when estimates are received.

**CWPP:** Community Wildfire Protection Plan. The CWPP draft document is near completion. The next meeting is 10/27. The Monkey Survey sent to the community returned results, comment, questions, and volunteers willing to step up to fill board and committee positions.

**Buttonrock Capital Project:** On hold.

**Reports:**

1. **Administrative Clerk:** Details covered in the reports provided.
2. **Water Superintendent/ORC - Bobby:** Super's report provided. New State regulations for 2023 requesting full home surveys for every home on the distribution system, checklist of questions, all part of a backflow prevention plan. Survey is due by March.
3. **Assistant to Super, Zion:** Busily making progress with multiple projects.

**Approval of minutes:** Motion - Steve moved to accept the minutes from September 28<sup>th</sup>, 2022. Mike seconded. No further discussion and the motion passed unanimously.

**Special Note:** District Bills Payable have been submitted and approved for the month of September.

Motion - Steve moved to adjourn the meeting at 8:48 P.M. Kim seconded. No further discussion and the motion passed unanimously.

Respectively submitted by Board secretary Patty Peritz.