

Timber Creek Water District
Minutes of the Regular Meeting of the Board of Directors
Wednesday, February 8, 2023

The Board of Directors of the Timber Creek River Water District (TCWD), Summit County, Colorado, met via online Zoom conference on August 10, 2022, for their regular quarterly meeting. The meeting was called to order by President Mark Petty at 5:00 p.m.

ROLL CALL

The following members of the Board of Directors were present, constituting a quorum: Mark Petty – President; Larry Nelson – Vice President & Treasurer; Stephen Schiell – Vice President & Assistant Secretary/Treasurer; Nick Konz – Director. Also present: Michele Tonti – Water District Consultant; Kristin Ward – Water District Secretary; Scott Price – Executive Director and District Administrator.

DISCLOSURE OF CONFLICTS OF INTEREST

Mr. Price asked everyone if there were any known conflicts of interest on the Timber Creek Water District Board. Mr. Price acknowledged that none were expressed. President Petty stated that it should be noted that Vice President Schiell is on the Timber Creek Estates Board of Directors.

CONSENT AGENDA

Mr. Price asked if anyone had questions or comments regarding the minutes or the financial reports given to the Board. None were expressed. Mr. Price stated the necessity to appoint Mr. Konz to the Board, and a Mr. Price explained Resolution #1 that simply designates the locations for posting meeting agendas.

Mr. Schiell made a motion to approve all items on the Consent Agenda. Mr. Petty seconded. The motion passed unanimously.

ELECTION OF BOARD OFFICERS & MAY 2023 BOARD MEMBER ELECTIONS

Mr. Price stated that the packet contains information from the attorneys. He led a brief discussion of the upcoming election which will require Mr. Nelson, Mr. Schiell, and Mr. Konz to self-nominate again. Mr. Petty stated that the state changed the terms to align the year of elections to be in “odd” years. Mr. Price reminded the members to watch for emails from Sarah Luetjen who will coordinate the process and filing.

Mr. Price asked if the current officers are willing to continue serving in their roles, and each agreed.

Mr. Petty and Mr. Nelson stated that they are reaching out to the Condo HOA and the TCE HOA to solicit additional interested parties to serve on the Board in the future when they retire.

EXECUTIVE DIRECTOR’S DISCUSSION ITEMS

Mr. Price provided a summary of water production and data concerning the water plant and distribution system. He reviewed the amount of water processed compared over the past few years. He explained that

the data looks consistent for pressure and consumption. Mr. Petty stated that he installed instrumentation in his house, and the water pressure has been consistently about 40 PSI. Mr. Price stated that 40 PSI is probably not as much as desirable for each house, but that is about twice the pressure than the top of the system was getting before the booster pumps were replaced.

Mr. Price reviewed the planned projects for 2023; specifically, fire pumps operational with SCADA system, installation of well meters, curb stop locating/testing, and pressure relief valves in homes. Ms. Tonti asked what is the expected action when customers do not reply to our communications. Mr. Schiell stated that the HOA has experienced a 30% non-response rate. Mr. Petty stated that the attorneys advised the District to send notices for anyone that does not respond, and the notice states that the customer will be responsible for any issues. Mr. Konz asked if the homeowner is liable for problems regardless if we send an official notice. Mr. Petty answered yes (the customer is responsible), and it is out of courtesy that we should remind the customers of the TCWD Rules & Regulations. Mr. Petty made a motion to direct Mr. Price to reach out to customers the best that he can and see how effective the communications process for PRVs will be. Mr. Schiell seconded the motion. It passed unanimously.

Mr. Price asked if anyone had questions regarding the system. Mr. Konz asked what impact on system pressure will occur when more houses are built. Mr. Price stated that the SCADA system will compensate for additional water consumption by running the booster pumps faster. He also stated that the water plant's PRV will prevent higher pressure surges to the houses. Mr. Schiell asked if the District would reimburse owners that install new PRVs. Mr. Petty said that it would not be offered again like it was in previous years.

A discussion was held concerning the fire pumps in the water plant. Those pumps will not come on automatically until they are connected to the SCADA system. The concept is that the booster pumps will sustain all water needs except when a hydrant is open, so when the pressure drops below a certain setpoint, then one fire pump will activate. Mr. Price is working with the SCADA vendor to add hardware and software needed to make this work. It is expected that the project will be completed in June, and then the District will conduct fire flow testing with RWB Fire.

Mr. Price stated that the current website hosting solution is difficult to maintain. He will research some options for a different solution and present those solutions to the Board at the next meeting.

Mr. Price provided a brief summary on the metering possibilities and possible funding options. Mr. Petty expressed his concern for the cost and suggested that the Board discuss it again at the May meeting. Everyone agreed.

REVIEW AND ACCEPTANCE OF FOURTH QUARTER FINANCIALS

Mr. Jones to provide a brief summary of the financial statements and asked if anyone had any questions. Mr. Schiell asked if any items were out of the normal that Mr. Jones would call those out. Mr. Jones said that nothing was unusual. Mr. Petty asked if all tap fees had been collected. Mr. Jones said that Mr. Glasco was confused about paying his fees because he paid sewer. Mr. Price said that he would continue working with Mr. Glasco to collect the fees.

Mr. Schiell made a motion to accept the 2022 financials. Mr. Petty seconded. It passed unanimously.

DISCUSS PLANNED "CHAIN OFF" LANE

Mr. Price provided a summary of his conversations and meetings with the engineering firm designing the plans. The District registered its concerns regarding contamination of the well on the Northeast side of the intersection. Mr. Price also expressed his fears related to the survey not including the well heads. The engineers stated that they would get the wells identified in their utility survey.

Mr. Konz stated that his understanding was that the state does not have funding yet for the project. There was no action needed on this topic.

BOARD DINNER DISCUSSION

Mr. Price explained that the Snake River Water District provides an annual dinner as compensation to its Board members. It is a good relationship building activity that increases participation. Mr. Petty said that the members can think about it and decide at the May meeting.

ADJOURNMENT

There being no further business before the Board, Mark Petty motion to adjourn the meeting at 6:15pm. Mr. Konz seconded the motion, and it passed unanimously.

Respectfully Submitted,

Kristen Ward
Secretary

Approved by the Board of Directors

Mark Petty
President