

Pinewood Springs Water District Board of Directors Meeting Minutes

January 22, 2025

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

Board Members present: Stephen Stewart, Kim Bologna, Evan Jones, Patty Peritz, Dan Robinson Absent: None

District Employees present: Gabi Benson, Jen Taylor, Cam Hubrecht Absent: None

Community Members present: See list (about 60)

Others present: Greg Steed (Merrick), Kristan Buck (Merrick), Mike Wolf (WCC), Chris Cobbley (WCC)

Establish a quorum: Yes

Meeting opened at 7:00 PM

Public Hearing on 2025 Budget and Water Rates opened at 7:00 PM

- DOLA provided documentation indicating that a mandatory rate increase of \$0.85 was needed for the SRF loan. This is misleading since it includes recent rate changes intended for District operations and maintenance.
- Merrick provided an analysis of the District's 2025 budget including additional compliance work, engineering costs, increased reserve funds, etc. Merrick's recommendation for a rate increase to cover these costs as well as the debt service for the SRF loan was \$75.00 per month. Of this increase, \$31.00 will be for debt service and reserves, and \$44.00 will be for System Improvement Fee.
- Patty and Merrick presented updated information about the water main replacement project
- Resident Laura Levy provided a list of customer questions concerning water quality, the water main replacement project, communications issues with the District, and new billing software capabilities.

Public Hearing on 2025 Budget and Water Rates closed at 10:30 PM

Motion: Steve moved to increase the water rates for 2025 an additional \$75.00 per EQR per month effective on March 1. Dan seconded. Further discussion – none. **Passed unanimous.**

New Business

Clearwell/Current Water Situation: More research will need to be done regarding upgrading or replacing the clearwell.

New Customer Issues: High Users – None. A burst pipe in a vacant home in January resulted in major water loss.

Old Business

- **Budget, cash flow shortfall:** outstanding invoices exceed currently available funds and Gabi is paying them as we can. Reserve funds are available if necessary.
- **CWPP:** There will be a couple of meetings next year, or perhaps quarterly.
- **Website:** maintenance fell to Gabi but with new rules it has become too big for Gabi to continue. WCC said that many districts contract this out. Patty volunteered to assist with the ADA-compliance remediation, and Evan would explore having community volunteers take this over.
- **Billing software:** gWorks has done some fixes, and Gabi hopes to use it for the next billing run.
- **SDA:** No update, table to next meeting.

New Customer Issues:

Reports

Administrative Clerk: Details covered in the reports provided (Clerk's report and Bank Balance Report, Budget vs Actuals, Profit & Loss Detail, Profit and Loss, Bank and Credit Card statements).

- The next Board meeting will be on Wednesday, February 26

Water Superintendent/ORC:

- Water quality: continuing varying Cl levels and turbidity. Repairing failing valves and plan to install air dryer. Reservoir water quality is getting worse.
- A list of additional equipment needed has been submitted.
- Cam got his Water Operator Class D license!

Approval of Minutes:

- **Motion:** Steve moved to accept the minutes from the December 12, 2024 with approved changes. Evan seconded. No opposed. All in favor. Further discussion-None. Patty absent. **Passed unanimous.**

Special Note: District bills payable have been submitted and approved for the month of December.

Motion: Steve moved to adjourn the meeting. Evan seconded. Further discussion – none. **Passed unanimous.** Meeting adjourned at 11:46 PM.

Respectively submitted by Stephen Stewart, PSWD Board President

Pinewood Springs Water District

Title: A Resolution to Adjust Water Service Rates and Charges

WHEREAS, the Pinewood Springs Water District ("District") is committed to providing reliable and high-quality water services to its customers; and

WHEREAS, the District has conducted a comprehensive review of its operational costs, infrastructure needs, and financial obligations; and

WHEREAS, it has been determined that an adjustment in water service rates is necessary to ensure the continued delivery of safe and dependable water services;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Pinewood Springs Water District as follows:

1. Rate Adjustments:

- **Effective Date:** The new rates shall take effect on March 1, 2025.
- **Debt Service Fee:** The monthly debt service fee for customers shall add \$31.00 to the monthly water bill.
- **System Improvement Fee:** The monthly system improvement fee for customers shall increase by \$44.00, from \$48.00 to \$92.00.

2. Notification:

- Customers shall be notified of these rate changes via mail at least 30 days prior to the effective date.

3. Review:

- The District shall conduct an annual review of rates and financial needs to determine if further adjustments are necessary.

ADOPTED this 22nd day of January, 2025, by the Board of Directors of the Pinewood Springs Water District.

(SEAL)



Stephen Stewart

Stephen Stewart, President

ATTESTED:

Patty Peritz
Patty Peritz, Secretary