

Pinewood Springs Water District Board Meeting Minutes

Date: July 23, 2025

Meeting Details

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

Board Members: Jim Easter, Kim Bologna, Patty Peritz, Evan Jones

District Employees Present: Gabi Benson, Jen Taylor

ORC – Wolf Compliance Consulting LLC: Mike Wolf

Community Members Present: Warren Musselman, Steve Stewart, Lena Jones, Steve and Cindy Lamaire, Ardean Johnson, Kevin McBeth, Robin Ferruggia, Emily Jensen, Christy Crosser, Stacey Davis

Quorum established. Meeting opened at 7:00 PM.

New Customer Issues

- 377 Deer Lane – 7,000 gallons (High use)
- 63 Pinewood Drive – 6,300 gallons (Appliance leak)
- 67 Apache – 6,100 gallons
- 187 Button Rock – 4,300 gallons (Meter pit leak)

High user letters were sent to all four high users.

New Business

- SRF Project Updates: Reports from Merrick and CCI reviewed. Greg provided update via email. Interim updates from CCI needed for the project page on the District's website.
- Compliance: Kristan working with Jen to produce compliance results accepted by CDPHE, enabling green light for treatment plant upgrades.
- MAG Grant: District qualifies. Evan volunteered to assist. Jim, Evan, Jen, and Kristan will work to submit application by end of August.
- SRF Invoice Review: Jim moved to approve Requisition 3 in the amount of \$60,243.62. Evan seconded. Motion passed.
- Bi-weekly engineer/contractor project meeting. Access to the community center is needed: Gabi will open the community center for meetings.
- Board Representation: Warren volunteered to attend engineer/contractor project meetings in place of other board members, as needed.

Old Business

- Water Rights: Jen Water discovered that the payback for water rights was doubled.
- Budget and Cash Flow: Pam presented budget and accounting spreadsheet. Patty designated as Authorized Official for QuickBooks Desktop. A second board member AO to be determined. Patty to meet with Pam on 7/30 to get QB Desktop on her laptop, review entries and funds.
- CWPP: No update.

- Board Vacancy: Letter of interest received from Lena Jones on July 1. Lena is not interested in the Treasurer position. Warren discussed his interest in serving with board members.
- Community Feedback:
 - Robin: Emphasized treating customers with peer respect and referring to them as members not customers. Board agreed.
 - Emily: Suggested the District needs more than one new board member. Board agreed.
 - Patty: Noted SDA guidance allows increasing the number of board members under §32-1-902.5, C.R.S.

Website and Operations

- Website: Needs project updates from CCI and Merrick for the project page on the website. Kevin McBeth offered web admin assistance. Gabi does not want to stay on as web admin.
- Billing Software: New online billing system is functioning and gradually being adopted.
- SDA DOLA – PSWD Board Policies and Procedures document Draft v1: Draft policy and procedures are on the Google Drive for Board review and comment.

Reports

- Administrative Clerk: Reviewed bank balances. Administrative reports were approved. Jen has not yet received her District credit card.
- Water Superintendent: A water main break occurred on Wichita. The valve broke, and the line is confirmed to be 50 years old. Suggestion to proactively replace longer segments in known high-failure zones.
- Wolf Compliance: Noted continued failures in the same locations due to use of outdated materials and methods. Recommends upgrading infrastructure repairs to meet new District standards.

Approval of Minutes

Jim moved to approve the minutes from the 6/9 special meeting and the 6/25 board meeting. Kim seconded. Motion passed.

Adjournment

Jim moved to adjourn the regular meeting. Evan seconded. Motion passed. Meeting adjourned at 9:34 PM.

Member Comment

- Robin: Inquired about the delay in addressing Pinewood Drive issues. Jim explained that unexpected dense rock conditions in the current project segments led to reevaluation. Pinewood Drive was deprioritized due to its lower likelihood of difficult excavation. The project team is committed to addressing all areas as funding becomes available.

Respectfully submitted by Patty Peritz, Board Secretary, Approved