

Pinewood Springs Water District Board Meeting Minutes
March 22, 2023

Regular Meeting of the Board of Directors of the Pinewood Springs Water Districts Water Enterprise. Conducted via Zoom.

Board Members Present: Stephen Stewart, Mike Murphy, Kim Bologna, Dan Robinson, Patty Peritz, **Absent:** None

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

Community Members Present: None

Establish a quorum: Yes.

Meeting opened at 7:00 PM

New Customer Issues:

High users:

Baer at 7,900 – Customer had plumber repair the leak in March. Invite customer to next meeting to discuss series of leaks since January.

New Business:

None.

Old Business:

Water District Addresses – An email was received from Christine Day, team lead for addressing coordinator. To address vacant land, a drawing of the properties indicating boundaries and designated access drive, including if access requires crossing any adjacent properties is required.

CWPP update: The CWPP grant committee submitted the application for the Larimer County OEM mitigation grant for wildfire mitigation funds requested for Water District properties.

Employee Search – Employee search tools were expanded.

Backflow testing and other R&R changes – Backflow CDPHE surveys were sent out with Feb. 1st water bill. Survey responses received have been 42% to date. Need to reach out to customers to collect the remaining surveys.

Grant Search - The Colorado Environmental Online Services (CEOS) SRF pre-qualification application meeting has been scheduled for April 12th with the CDPHE organizer, CWRPDA and DOLA representatives and DWRF Program Manager.

April Board meeting: The Board will continue with Zoom meeting for April 26nd meeting.

Reports:

1. **Administrative Clerk:** Details covered in the reports provided. District web admin has stepped down. Gabi has taken over the web admin role. The migration over to the new webhosting platform, Streamline, is in progress. Website domain name has changed from pswd.org to pinewoodspringswater.org.
2. **Water Superintendent/ORC – Bobby:** Super's report provided. Viking crew plans to refurbish the 20K tank in April.
3. **Approval of minutes: Motion** – Steve moved to accept the minutes from February 22, 2023. Dan seconded. Further discussion – none. **Passed unanimous.**

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

Employee review: Motion -- Steve moved to increase Gabi's pay by 9% based on employee's annual performance appraisal, retroactive to her anniversary date. Kim seconded. Further discussion -- none. **Passed unanimous.**

Motion – Steve moved to adjourn the meeting at 8:55 PM. Kim seconded. Further discussion – none. **Passed unanimous.**

Respectively submitted by Patty Peritz, PSWD Board Secretary.