



## Louviers Water and Sanitation District

### Minutes of the Regular Meeting – February 24, 2011

#### Board Members Present:

Ron Beane  
Matt Collitt  
Jason Ingenthron  
Kevin Kahn  
Diana Miller

#### Attendees:

Neil Schilling

- I. The meeting was called to order at 18:03.
- II. New Business
  1. Meeting Minutes - A motion was made and seconded; (RESOLUTION 11-02001), TO APPROVE THE MINUTES FROM THE JANUARY 27, 2011 REGULAR BOARD MEETING AS PRESENTED. The motion passed unanimously.
  2. Disbursements – The Board reviewed the Claims Listing that had been prepared by Mr. Neil Schilling. A motion was made and seconded; (RESOLUTION 11-02002), TO APPROVE THE DISBURSEMENTS IN THE AMOUNT OF \$4,067.87 WHICH INCLUDES CHECKS 1177 THROUGH 1186 AND TWO DEBIT CARD TRANSACTIONS IN THE AMOUNT OF \$44.99 FROM THE DISTRICT'S 1<sup>ST</sup> BANK CHECKING ACCOUNT. The motion passed unanimously.

Mr. Schilling advised the Board that with the authorization of Director Collitt and Director Miller he was able to set up auto payment capabilities with IREA which allows the District to make timely payments when bills are due outside of the District's regularly scheduled meetings.
  3. Financial Report – The Board reviewed financial reports prepared by Mr. Schilling.
  4. Delinquent Account Collection – The Board reviewed the Aged Balances Report presented by Mr. Schilling. The Board agreed that as per the District's Rules and Regulations, liens should be filed against two of the properties whose outstanding balances are in excess of thirty days. The Board requested that Mr. Schilling submit a letter to a property owner who is making a good faith effort to bring their account current.
  5. Louviers Water and Sanitation District Cash Allocation Between Water and Sewer – The Board discussed the resolution that had been approved at the January 27, 2011, (RESOLUTION: 11-01003), which allocated assets transferred from Louviers Mutual Service Company to Louviers Water and Sanitation District 60% to water and 40% to sewer. The Board

agreed that the same allocation would be appropriate for revenue accounts (e.g. Cell Tower Lease and Investment Income).

6. Louviers Water and Sanitation District, Application for USDA RUS Financing for the Purpose of Water System Upgrades – Director Miller advised the Board that a Public Notice was run in the January 20, 2011 edition of the Douglas County News Press and posted on the bulletin Board located at 7895 Louviers Blvd. for the purpose of notifying citizens that the Board would be presenting information at this Board meeting to further acquaint citizens with the Louviers Water System Upgrades Project, currently consisting of two well redrills, water treatment system upgrades and water piping upgrades. A motion was made and seconded; (RESOLUTION 11-02003) TO CONTINUE THE DISTRICT'S PURSUIT OF FUNDING WITH USDA RUS FOR THE LOUVIERS WATER AND SANITATION DISTRICT WATER SYSTEM UPGRADES PROJECT. The motion passed unanimously.

### III. Operations Report

1. Operations Report - Director Miller presented the System Status Report.

Director Miller advised the Board that the space heater in the well house was not able to keep up with freezing temperatures. She added that during the extremely cold temperatures two space heaters were running in the well house and one was running in chlorine room. Director Kahn suggested that the Board allocate time at the next Board Meeting to visit the well house and provide recommendations to improve the insulation in the well house.

Director Collitt inquired as to when the new meter would be installed in Triangle Park. Director Miller advised that the work would be completed prior to the next Board meeting.

### IV. Old Business and Immediate Issues

1. Rate Study – Director Miller advised the Board that Mr. Leroy Cruz with Colorado Rural Water Association would be assisting the District with a Rate Study.

### V. Board Member Discussion Items

Director Ingenthron advised the Board that 2010 well production data was needed for the proposed Louviers Water Conservation Plan.

Director Beane requested clarification on the District's membership in the Rural Water Authority of Douglas County. Director Miller indicated that she did not believe that Louviers was a member. Director Beane suggested that membership might be beneficial. After discussion, Director Beane agreed that a presentation to the Board from Mr. Jack McCormick who is one of five Authority Directors would be helpful and that he would facilitate setting a date.

VI. Audience Participation

There was none.

- VII. A motion was made and seconded; (RESOLUTION 11-02004) TO ADJOURN THE REGULAR BOARD MEETING OF THE LOUVIERS WATER AND SANITATION DISTRICT AT 19:00. The motion passed unanimously.

President: \_\_\_\_\_

Attest: \_\_\_\_\_