

**MEETING OF THE PINE BROOK WATER DISTRICT  
BOARD MEETING April 19, 2018**

**Board Members present:** R. Waters, M. Beauprez, B. Loveman, J. Colson and M. Hupka via phone.

**Board Members Absent:** none

**Also:** R. deHaas, S. Beauprez and A. Churnside

**Visitors:** Kevin Kinear – attorney for the District, David Green – auditor for the District, and Kevin Smith

**Meeting Started: 4:35 pm.**

**Four Mile Fire**

Nothing new on their plans for the water in the ponds.

**Cash Mine**

They have requested a 60 day extension from the Division of Mine Safety to address their issues.

**Wittmeyer**

There is nothing new with this.

**Accounts over \$1000.00**

Bob said that we have one account that has a balance over \$1000.00 and that they had made a \$200.00 payment.

**Review of adjustments made to accounts**

We had three property closings and one turn off fee.

**Reservoir status**

Bob told the Board that the reservoir is down 1.5 feet and that we are looking to fill again in May with the hope of doing a flush sometime in June.

**Bills**

Bob went over some of the specific bills for the Board. Rick motioned to approve the bills as presented. Mel seconded and the motion passed.

**Water quality**

The only samples taken were Bac-tees and raw water E-coli. All samples passed no problem.

## **Minutes**

Rick motioned to approve the minutes as presented. Mike seconded and the motion passed.

## **Election**

The ballots are out at this time and all are due in by May 8<sup>th</sup>.

## **Employee Handbook**

Bob said that we have the start of one from Employers Council.

## **FEMA**

Bob told the Board that we had the pre bid meeting for the tank painting. Only two companies showed up to look at the tank sites. He talked with FEMA representatives and we can get an extension for that project. Most of the companies already had their schedules filled up for the year.

## **Meadow Look pipeline**

Bob said that he has been talking with the engineer on this project.

## **Pump house on Alpine**

Bob said that we are looking at various suppliers for concrete buildings. That way we would have a fire proof building there.

## **Use of volunteers and liability**

Bob said that he checked with our insurance agent and we cannot get workman's comp for volunteers. If they are hurt on a job they would have to be covered by their own insurance. The insurance company was not real receptive to volunteers helping in the office without doing a lot of changing.

## **Sludge study**

Stantec said it was really out of their realm of stuff they do. They brought in S&R Environmental who does these kind of studies all the time. They presented about five different options. They presented a proposal that would be completed in about six weeks. They said they could do it for a not to exceed price of \$21,000.00. This would be a much more comprehensive study. Rick motioned to go ahead with the study by S&R Environmental with a not to exceed price of \$21,000.00. Mike seconded and the motion passed 4-0.

## **Audit report**

David Green, our auditor, went over his audit report for the Board and took any questions they had. Rick motioned that the Board approve the audit that was presented by David Green. Joyce seconded and the motion passed 4-0.

## **Letter from Alicia Villarreal**

Kevin Kinear, our attorney, went over the letter that she had written. He went over six items that she brought up in the letter and discussed them with the Board. Kevin went on to recommend that the District not respond to Alicia as the

questions had been answered in previous letters. Joyce motioned that in future decisions that affect Shawn's employment, salary, compensation or benefits Mel will recuse himself of voting. Mike seconded and the motion passed 4-0. Kevin will write a letter for our file.

**District handbook and policies**

Joyce motioned that the Board revise the District handbook and policies. Mel seconded and the motion passed 4-0.

**Mike had to leave the meeting at 5:55 pm.**

**Joyce motioned to adjourn the meeting at 6:00 pm. Rick seconded and the motion passed.**