

Jefferson County Rural Water District #10

Board Meeting Minutes – December 13, 2022

Meeting called to order by President Samantha Wilson at 7:02 p.m.

Board Members Present; President: Samantha Wilson, Treasurer: Jennifer Wiseman, Secretary: Deborah Davis, Voting Members: Andy Davis -

Minutes were reviewed for November 2022

=> Motion to Accept November Minutes: Jennifer Wiseman – 2nd: Andy Davis - Motion passed

Treasurer's Report: Operating Acct: \$153,084.92 - Maintenance Acct: \$9,203.58 - Reserve Acct: \$31,884.37

=> Motion to Accept Treasurer's Report: Deborah Davis – 2nd: Samantha Wilson - Motion passed

Water Account Report: Not available due to Day Off for Bev K., Office Manager

Old Business

1. 10744 Perryview Drive: a decision was made to 'write-off' balance owed due to the time & monies that would go into collecting, it would not be profitable to RWD#10.

=> Motion to Accept this decision: Jennifer Wiseman – 2nd: Samantha Wilson – Motion passed

2. Audit – A motion was made to hire Russell Shipley to complete the Audit. He has been contacted & his fees will not exceed \$6,800. Paperwork (2020 & 2021 Cash balances, State Treasurer & Bank Statements, Spread Sheets & Bond Statements, & Amortization Schedule) would be readied and given to him to be completed by the end of December 2022.

=> Motion to Accept: Deborah Davis – 2nd: Jennifer Wiseman – Motion passed

3. The light on the front of the building is not working even after some repairs have been made.
4. Eye wash station – Andy to ask Steve when this will be completed.

THINGS still not done: Suez & Maps for shut-off valves, Inventory of Water Facility tools & supplies.

New Business

1. Plant Operator Report – A.) RW Bott still to perform the work that is needed for fixing the Telemetry between the towers and the facility, but they are not responding! B.) 3 Hydrant Leaks repaired; Mulberry Electric to complete the repairs. C.) At the wells; the new slab has been laid and the new generator has been placed at the front well. The slab at the back well still needs to be replaced and Andy will be collecting another bid to add to the one Steve already has been given. D.) A request for needed tools has been made but inventory of what is available must be done first then we can proceed from there.

2. There will be forfeitures of meters at the following addresses due to non-payment. If they have not been paid in full by December 20, 2022, the meters will be taken January 2, 2023. The meters are located at 10904 Arapahoe & 10889 Arapahoe.

A. A suggestion to look at Berlin-Wheeler for collection procedures was made.

3. Employee Christmas Bonuses – The Board decided to give Bev & Steve \$100 each.

4. Copper line at Water Facility leading from the propane tank into the building still needs repaired. Andy to talk to Marvin Kopp to get what parts will be needed and his labor cost to repair.

5. President Samantha Wilson will be having surgery & will need her duties covered. Anna Kopp will be covering the water testing.

6. A Tax-Exempt account needs set up with Waters Hardware/Lumber for RWD#10. Andy & Deb to do.

7. A motion has been made to add Deborah Davis, Secretary for RWD#10, as a 'signer' of bank checks for RWD#10 accounts.

=> Motion to Accept: Samantha Wilson – 2nd; Jennifer Wiseman – Motion passed

Patron Concerns – No patrons were present.

Next Rural Water Board #10 meeting scheduled for January 10th at 7 p.m.

Meeting adjourned at 7:55 p.m. by Pres. Samantha Wilson