

**MINUTES OF THE BOARD OF DIRECTORS
HOOVER HILL WATER AND SANITATION DISTRICT**

August 18, 2015: 6:45 P.M.

Rocky Mountain Fire Department, Station 1,
7700 Baseline Road, Boulder, Colorado 80303

ATTENDEES

Directors present: Dave Foss, President
Tania Ertl
Betty Konecne, Treasurer
Ann Weickmann
David Williams

Others present: Judy Bertrand, MDM

**ADMINISTRATIVE
MATTERS**

Attendance and Agenda: The meeting was called to order by President Foss at 6:50 pm and a quorum was noted. The Agenda was approved

Minutes: President Foss made the motion to accept the Minutes with Director Ertl seconding. The Minutes for July 21, 2015 were unanimously approved.

Metropolitan District Management (MDM) Contracts: The Board reviewed the District Manager and ORC contracts. The Manager provided the Board with the TABOR section on Multiple Fiscal Year Financial Obligations. President Foss made a Motion to approve the ORC contract with the exception of removing meter readings from the ORC contract and keeping them under the District Manager contract. The manual meter reads will remain under the ORC contract. At the same time, President Foss also made a Motion to approve the District Manager contract with the addition of the \$30 Final Notice charge, which will in the future become proceeds payable to MDM. Director Williams seconded the Motion and the Board unanimously approved.

Courtesy and Final Notices: The Manager requested that the Board consider allowing for customers who had received previous Courtesy and Final Shut off Notices to be immediately moved to the Final Shut off Notice with a \$30.00 charge. Director Williams made a Motion to modify the Courtesy Notice to include:

This is the only Courtesy Notice you will receive. All future notices will be Final Notices of shut off with the accompanying \$30.00 Final Notice charge. Once a Notice is received partial payment will not be accepted.

Treasurer Konecne seconded said Motion and the Board unanimously approved. The Manager will update the Utility Policies, Rates and Fees and Courtesy Notice template.

**FINANCIAL
MATTERS**

Claims: The Board reviewed the payment of claims for the period ending August 15, 2015. The Manager will contact the lawyer to discuss the charge for investigating the bond documents and election. Director Ertl made a Motion to approve the claims, with Director Williams seconding. The Board unanimously approved.

The Board approved National Meter replacement of 5 meters that have not read in months.

Financial Statements: The Financials for July 31, 2015 were presented to the Board. Treasurer Konecne noted that water sales were down 20% over this time last year. Treasurer Konecne made a motion to accept the unaudited financials and President Foss seconded. The Board unanimously approved.

Water and Sewer Billing: The Board was presented with a spreadsheet showing the City of Boulder water/sewer usage and charges to the usage and charges billed to the homeowners.

Accounts Receivables: The Manager provided a spreadsheet showing the accounts that had been given a 60 Day Courtesy Notice in the July 31 water bill and the Final Shut off Notices that had been sent certified.

OPERATIONS REVIEW

The ORC provided lab results for July and August TCR sampling showing HHWSD is in compliance. The ORC also provided the results of the Lead and Copper sampling showing the District is in compliance.

OTHER BUSINESS

The Manager discussed that Great Western Bank had problems with the entry of payments in July and had posted many to incorrect accounts. She noted that account #330 had been entered for 4 payments and there were others with data entry errors. She has made the corrections that she found, but wanted to let the Board know that other customers may have problems with incorrectly applied payments.

Director Weickmann mentioned that the Clearview fire hydrant is sinking and that it appears they will be digging out that hydrant.

Director Williams stated that the County has paved almost all of Chinook.

Treasurer Konecne stated that she has signed a contract on a new house and plans to move in next May or June. She plans to list her house in February or March of 2016.

Director Weickmann also informed the Board that she will be resigning as soon as she can, but plans to stay on until December 2015. She wants to stay until a new billing system is in place.

President Foss stated they have been invaluable as part of the Board and appreciated their service over the decades.

Director Williams stated he will post a notice on the website stating that there will be open positions on the Board.

**CUSTOMER
RELATIONS**

There was no discussion of customers other than the accounts receivable.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion by Director Williams, seconded by President Foss, and upon unanimous vote, the meeting was adjourned at 8:15 p.m.

The next regular meeting is scheduled for September 15, 2015 at 6:45 p.m. at the Rocky Mountain Fire Station, 7700 Baseline Road, Boulder, Colorado 80303.

Respectfully submitted,
Judy Bertrand, District Manager: Secretary

THESE MINUTES APPROVED AS THE OFFICIAL AUGUST 18, 2015 MINUTES OF HOOVER HILL WATER AND SANITATION DISTRICT BY THE BOARD OF DIRECTORS.