

MEWA Board Meeting Agenda

December 11, 2021

9am Ross Wellhouse or Zoom

Zoom Meeting Link:

<https://us02web.zoom.us/j/85214824018?pwd=S25uZmhRbDcxSmRiSEM0MzNMSElIQOT09>

Meeting ID: 852 1482 4018

Passcode: 600509

Phone Call In (920)915-3646

Call to order: 0903

Attendance: By Zoom

Nick Keelan, President

Steve Kean, Member at large

Bobby Ramsdall, Member at large

Brett Groeke, Member at large

Lora Flinn, Secretary

Jeff Johnson – Consultant

Guest: Gwen Lawrence - Source Water operations

Absent: None

Review of agenda

Approval of minutes from November 13, 2021 meeting

Lora motion to approved. Steve second motion. Motion passed.

2021 major projects review

- New Sequoia line
- New Mt Elbert line
- Leaks still needing repair
- SCADA install
- Water tap and curb stop install
- Black tank was taken out
- Replaced the Hunzinger well back in service
- New chlorine injector wells
- Dog houses completed at all wells by Steve
- Access ladders and chain hoist and personal protection for all 3 well houses.
- Box Creek – installed roof soffit.

2022 major projects

- Molleur contract
- Work orders for all to access – to be placed in files in well house
- Leak repairs – Scott to repair before new work starts. Box creek, curb stops and hydrants on the main line.

- Water taps remaining from 2021
- New water taps
- Assembly of Operations Manual for Board
- Assembly of documents for owners – access on web site
- Website review and revision
- Clean out blue tank
- Put in No Name street line
- Tie in from new well house. Lot 137 east side and 138 vacant lot, 139, 140 line disconnect
- Line extension water on Mt Elbert. Owner will need to pay back line extensions.
- Discussed new certificates, USDA loan.
- Other

#### Water testing

- New ORC
- Issues with the system and testing
- Documentation
- Gwen discussed Source Water operations. Operations for water testing in Pan Ark. Discussed access options for testing the water and testing currently operating in the subdivision. Discussion of water usage recently observed and the workload output. Discussion of valve leaks in Unit C and hydrant leaks. Gwen discusses Monitoring Plan with the state and a need for an update as it relates to the upcoming sanitary survey. Discussion of updating contact for the plan. Jeff and Lora to be contacts for state water issues. Discussion of sample bottles to be placed at each well house for emergency testing and monthly testing. Pueblo County Health Department lab to be used for testing.

2022 Budget – Jeff discusses budget, Gas costs and electric costs. Discussion of new certificates and transfers.

#### Board jobs

- Water testing: Gwen/Max, Steve, Brent – All water testing. Water test concerns and issues.
- Operations: Steve, Brent, Jeff - Operations of all operations
- SCADA install: Jeff and Nick will oversee the install.
- Check/Banking: Bob, Kirsten – Discussed all banking which is going well. Discussion of recent checking activity. Brent is checking mail. Key will be made for Bobby to check mail and Nick will check as well.
- Accounting: Nick, Kirsten, Bob, Jeff – No issues. MEWA will create a new email for billing.
- Kirstin and Jeff: Discussion about email accounts and the administrator of those email accounts.
- 2022 budget: Nick, Jeff, Kirsten – Jeff discusses budget updates, Bills which have not been paid, and 2022 billing. Discussion of increase in gas price. Discussion in electric bill and options to reduce the costs.
- Membership/billing/water taps certificates and transfers: Jeff, Kirsten, Nick – Discussion on certificate
- Minutes/meetings/web: Lora – All going well. No issues.
- Documentation writing and assembly: Nick, others as needed – Detail books are being assembled by Nick.
- Communication to owners – Nick will start a communication letter monthly and will be placed on the website.
- Recruiting new board members. – Consider members who can help.
- USDA New loan, Nick and Jeff –
- Communications – Check with site creator for traffic vs newsletter option. And communications going forward.
- Discussion of the welder purchased and options for the use of the welder.

Other topics: None

Motion to Adjourn by Nick, Lora second motion, motion carried.

Adjourn: 1032am

#### Reference Information

##### Documentation to assemble

- Schematics
- System lines (Jeff's maps)
- Dog houses
- SCADA
- Excavation
- Financials
- Membership
- Problems
- Current and future projects
- Water tap sales and transfers
- Accounting procedures
- Owner procedures
- Others

Respectfully,  
Lora Flinn, Secretary