

Ridgewood Water District  
Board of Directors Meeting Minutes  
October 8, 2024

1. **Call meeting to order** at 7:03 PM. Members present: Charlie Parnell, Bob Panick, Kathy Furrow, Dave Burgess, Steve Ghioto.
2. **Patron/Customer Forum** None.
3. **Read and approve minutes.** Motion to approve by Charlie, second by Dave.
4. **Treasurer's Report**, Robert Panick. Motion to approve report by Charlie, second by Steve. Same patron late again. Frustration expressed due to inability to contact him via USPS (due to PO box can not send certified letter) or email. Patron's last payment was on 6/25 and is currently >60 days past due. According to R&R: If the amount considered "Past Due" has not been received within sixty (60) days from the date the Patrons account became "Past Due", or the "Past Due" balance exceeds \$1000, the Patron and the property owner (if the property is rented/leased) will be given written notice of a hearing before the Board. The notice will contain the name(s) of the person(s) responsible, the amount that is "Past Due", and the date of the hearing. **Such notice will either be hand delivered or sent by regular or certified mail** to the last known address of record. At that hearing, the Board will determine, by a majority vote, if the water service will be shut off. This will be an official meeting of the Board and minutes will be recorded. If the Patron or the property owner is not present at the hearing the water service may be shut off without notification. Service will only be reconnected after the payment of the following:

1. The total "Past Due" amount,
2. A \$200 reconnect fee, and
3. Any miscellaneous contractor fees required for reconnection.

Bob will draft letter with notice, Charlie will hand deliver. Hearing set for next meeting on November 12.

\*The **budget** needs to be submitted next Tuesday. It usually takes about a week to prepare. The state wants it earlier this year and we will need a special meeting to prepare and Bob will need officer's signatures.

	<b>September 10, 2024</b>	<b>October 7, 2024</b>
Capital Account:	\$147,200.53	\$149,027.77
Operating Account:	\$ 93,490.68	\$ 96,051.23
Pay-Port Account:	\$ 6,139.43	\$ 5,327.34
Total:	\$246,830.64	\$250,406.34

5. **Operator's Report**, Chad Sell. No report.

6. **Old Business:**

**A. Internet Connectivity at Well House** – Steve. Completed. Steve is currently using his own cameras in the well house to view the tanks and controls as a test run. He also installed 2 sensors in the holding tank that will signal him and Charlie, via internet, if the water in the holding tank starts to drop below a certain level. He recommends that RWD get a set of cameras to permanently install.

**B. Patron Service Line letter/survey** – Keith. Charlie read report from Keith: currently have received 32, 29 are still outstanding. Keith reached out to Patrons via email offering his help in completing the survey. May be time to start going door to door.

**C. Bank Interest/CD** – Bob. Tabled until we get numbers for projects.

**D. Capital Improvement Master Plan** – Ongoing. Tabled.

**E. 28 Missouri Gulch** – In progress. Homeowner waiting for Kelley Brock to install meter pit. Hope to complete before winter. Homeowner only has foundation of house completed at this time.

**F. Pump House Revamp** – Dave contacted Scott who agreed to get Dave numbers and so far has not followed through. Dave recommends finding a new contractor but noted that none are super motivated because demand is pretty high right now. Dave knows of another Master Plumber that he will contact and he will research some other options as well. May contact Scott one last time.

**G. Well house generators** – Charlie was able to negotiate a lower price from Hardcastle, now \$16,000. They will not be able to start install for 6-8 weeks. In the meantime, he needs to figure out what size propane tanks needed and where the tanks will be placed. He will contact different companies and recommends the tanks be 250 gallon each. Dave recommends getting the biggest tank for the buck, at least 500 gallon. Charlie also noted that he needs someone else to be available when Hardcastle is ready to install as he will be out of town during the above timeframe. Steve will help out.

**H. Patron Update & Advisory Letter:** Mike. Tabled.

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**7. New Business:**

A. Charlie is having a medical procedure done in the coming days and may be hard to reach the next few weeks but will work on the propane tank issue as much he can.

B. 2 Patron issues brought up by Charlie: 1) Patron @ 590 Ponderosa reached out to Charlie to get another meter to track his business water usage. Charlie informed him that RWD water is only for domestic purposes and business use violates the State's law. (Patron's bill has been over \$700/mo. Patron stated that parents are residing with them now.) Patron responded that he will get a cistern and haul water for his business as he was not aware of the R&R.

2) Charlie has been working with Patrons at 24 Ponderosa Circle and 28 Ponderosa Circle who share a delivery line that goes up their shared driveway. 24 Ponderosa Circle has been experiencing increased water usage even though he has not been there. Prior knowledge of a small leak on this property has been reported by the Patron and it appears that leak is getting bigger. Patron at 24 believes the leak is in the shared line though there is nothing to substantiate this. He believes its from all the construction vehicles from the remodeling going on at Patron at 28 Ponderosa Circle. He has contacted her about getting it fixed, since it is shared, with little response. Patron at 24 also thinks the leak could be due to the meter pit placement at "Y" junction, though again, there is nothing to substantiate this claim. There is a meter pit at the property line, down near the road and property line and RWD is only responsible for the main line to that point. The other meter pit was placed for correct billing purposes at "Y" junction (but closer to the 28 Ponderosa Circle Home as that was determined to be the best place to dig). Because this is a unique situation, Charlie is playing a balance of helping them figure out how to go about finding the leak and repair and his RWD duties. He did let the Patrons know that anything within their property is their responsibility. There are also R&R that address this issue so the district doesn't end up with a huge leak. It has been well over 30 days since leak was discovered. R&R states:

**24. REPAIRS:**

Repairs from the water main up to and including the water meter/service valve and remote and including the tapping saddle, shall be repaired at the expense of the RWD, providing that the repair is not the result of the property owner's actions (refer to Section 16 "METER REQUIRED" and Section 20 "PROPERTY DAMAGE"). If emergency repairs are required to remedy any leaks from the water meter/service valve to the residence (on the "service" side of the meter/service valve), the owner of the premises served shall repay all costs of such work to RWD. Any repairs to leaking service lines as outlined above must be completed within 30 days of the discovery of the leak. RWD may, in the case of an unresolved leak, turn off the water to the premises until the leak is repaired to preserve the integrity of the water delivery system.

**8. Open discussion:**

A. Charlie will be out of town during the next meeting date. Brief discussion on needing to keep that date to get issue resolved with Patron who is chronically late with payment.

**9. Adjourn** meeting at 8:00 pm. Next meeting November 12 @ 7pm.

Respectfully submitted,

Kathy Farrow