

**CASTLE ROCK COUNTY WATER DISTRICT  
BOARD MEETING  
MARCH 21, 2020**

**AGENDA**

**Old Business**

1. Contact Martel about possible shutdown pump maintenance (Fred Allen) – Bob report  
No service necessary.
2. Discussion with Matt Smith about his resignation plans – Bob/Matt report  
Matt will stay on as needed until relieved.
3. Renewal of CCWD maintenance contract – Bob report  
Contract expires 4/1/20 – CCWD does not want to renew. References provided, including Conquest who we've had positive results from previously.
4. Tank cleaning and float replacement – Rich report  
Joe from Blue Wave Pools climbed up and inspected tank, performed maintenance -- water up to the siphon.
5. Discussion re tank liner issues – Rich report  
Will be inspected when tank is cleaned, we'll receive an estimate at that time.
6. Lockouts for non-users - Rich report  
Need new locks, Rich has suggestion, at least one customer needs to be locked-out, potentially as many as four.  
***Motion (Rich): buy new locks + lockout any customer who has not had a reading in the last quarter. Second: Matt, Passed unanimously (4-0).***
7. Casey and/or Grubb plumber for repair work?? – Ed report  
Josh Williams has agreed to respond to emergency needs, 24-hour assessment turnaround.
8. Contacts list finished and distributed (Fred Allen) – Ed report  
Ed working on it, will send out under separate cover.
9. Grubb/Armstrong discussion about CRCWD responsibilities re cross connections – Ed report  
Re contaminating CCWD water – not possible at system-wide level, but hypothetically possible to contaminate potable water in your house itself, depending on your

connection. Need state-of-the-art backflow preventers. Ed will work with Bill Armstrong to get additional direction.

10. New board members– Ed report

- a. Number
- b. Resumes
- c. Task description
- d. Discussion
- e. Addition process (election vs appointment)

County records regarding who's elected versus who's appointed appear to be incorrect. Reviewed the five current candidates – suggestion is to appoint all five to board, with some serving in advisory capacity, with prescribed responsibilities, until existing directors leave.

**Motion (Ed, second by Rich) – appoint the following candidates as follows:**

**Julie – website**

**Ben / Dan / Jerry – maintenance response**

**Joe – treasury**

**Motion passes 4-0, subject to Ed confirming process with County Election Office.**

## **New Business**

1. Re-start of CRCWD systems: Need to work with CCWD to determine –
  - a. Date – 4/6/20?
  - b. Process – what valves, etc., have to be checked?
  - c. Follow-up – need a system check?
2. 18 Comistas Ct – CRCWD branch line repair -- \$1,040 for parts and labor (approved).
3. 567 Pine Creek Rd – excessive usage.

**Motion (Rich) – waive the \$282 4Q bill to the Bettencourt's due to CCWD water going back into the CRCWD system. Approved 4-0.**

4. 888 Castle Rock Rd – new service and past bills due – Rich will contact Dwight to bill Tony for outstanding amount. Matt will check board minutes to see if new owner needs to pay new \$500 franchise fee. Ed will talk to Bill Armstrong as to whether we have a initiation contract, and if we don't, whether we should. Ed will check [www.Crcwd.org](http://www.Crcwd.org).
5. CCWD data requests – wants list of customers and contact info, including addresses and email contacts. Ed will check with LAFCO.
6. Board Titles: need to update titles

**MOTION: Ed and Rich assume titles of “Interim Co-Chairs.” Passed Unanimously.**