

JOINT BOARDS' MEETING
DECEMBER 15, 2007

IN ATTENDANCE CLWSA: Steve Koeckeritz, Joe Sarjeant, Bob Strazer, Jeanette Williams, and Manager Jody Sandquist.

ABSENT CLWSA: Jack Watson.

IN ATTENDANCE CLRRA: Inge Hongsermeier, Helen Koller, Rex Schweers, Jim Sidebottom, Steve Smalley, and David Smith.

ABSENT CLRRA: Jerry Valko.

PROPERTY OWNERS & OTHERS IN ATTENDANCE: Eleven (11).

WATER & SEWER PRESIDENT STEVE KOECKERITZ CALLED THE DECEMBER 15, 2007, JOINT BOARD MEETING TO ORDER AT 9:48 A.M.

ADOPTION OF AGENDA: Sirens and Solar Energy were added to the Agenda.

MOTION: Jim Sidebottom moved to adopt the Agenda as amended. David Smith seconded the motion, which passed unanimously.

APPROVAL OF MINUTES:

MOTION: Jim Sidebottom moved to approve the September 15th minutes. Inge Hongsermeier seconded the motion, which passed with two abstentions: Rex Schweers and Bob Strazer.

- MEMBERS' COMMENTS: Maggie Mora (01045) commented that notification should be given to property owners when Board Meeting times are changed. The changes were announced at the October and November meetings and posted with the Agendas in the office. However, Jody did agree to put any such changes in her weekly e-mails in the future.
- COLLECTION REPORT: Jody updated the Boards on the status of properties in the Collections Report.
- MANAGER'S REPORT: Jody spoke with the person in charge of Homeland Security and grants who informed her that he was concerned that our needs for the sirens did not quite fit the Homeland Security specifications. Jody mentioned that we do receive information from the American Water Works Association regarding our Panhandle Dam and terrorism issues there. Crystal Lakes also runs the risk of wildland fires. That person then stated that, in lieu of the additional information, he would explore some possibilities and get back to Jody. We will also check to see if there are any FEMA grants available.

With regard to driveway plowing, property owners need to be sure their driveway is safe for staff and equipment in order for us to plow it. There is no set number of inches of snow that prompts us to plow. Amounts vary from one area to another. Denver does not plow until there is twelve inches of snow and everyone gets a berm.

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Jody had the Envoy in Fort Collins on Monday for meetings and food supplies for the Board lunch. At some point, someone backed into it and there is a crack in the back bumper. Jody will be in touch with our insurance agent.

Jody met with some property owners and will be responding to some of their questions.

Rick returned to work yesterday. We have a Doctor's release for specific tasks he can do. He is resuming and catching up on the work he does in the office such as fuel usage reports, etc. Hopefully he can do some archiving of corporate files to familiarize him with those files as well as help us catch up. Rick will likely be working part-time through the end of the month to allow for his therapy, and then he will be scheduling therapy on days off. Once he uses up his sick leave time, we will convert to an hourly rate while he is part-time and then revert to his regular salary after the first of the year when he works full-time. Discussion followed as to liability if he should injure himself further while working and workman's compensation.

The position of Accountant/Bookkeeper is again open and we are advertising. Board Members discussed the salary being offered. Scott Rulon stated that we definitely needed a full-time person on site and that our Peachtree program was more suited to our needs than any other program.

CLWSA MOTION: Bob Strazer moved that we advertise the Accountant position at up to \$40,000.00. Jeanette Williams seconded the motion, which passed unanimously.

CLRRA MOTION: David Smith moved that we offer the salary up to \$40,000.00 for the Accountant's position. Helen Koller seconded the motion, which passed unanimously.

CLRRA MOTION: Jim Sidebottom moved to amend the motion to make the \$40,000.00 an estimated budget number internally, advertise the position 'salary based on experience', and ask the applicant to state a salary requirement. Rex Schweers seconded the motion, which passed unanimously.

CLWSA MOTION: Joe Sarjeant moved to amend the motion to make the \$40,000.00 an estimated budget number internally, advertise the position 'salary based on experience', and ask the applicant to state a salary requirement. Jeanette Williams seconded the motion, which passed with one nay: Bob Strazer.

The CLWSA motion passed unanimously.

The CLRRA motion passed unanimously.

- POLICY & DOCUMENTS: No report.
- WAGES & BENEFITS: Steve Koeckeritz stated the updated materials for CAI and Colorado Municipal League need to be ordered. A meeting was set for January 12th at 9:00 a.m.
- WATER ANALYSIS OF LITTLE LONE PINE LAKE
 - RD TREATMENT OF N COUNTY ROAD 73C: Jody stated that this issue came up during a meeting with the engineers. This relates to the environmental impact due to the County's treatment of Creedmore Lakes Road (North County Road 73C). If the treatment is killing trees, then what is it doing to the water supply it is running into, particularly Little Lone Pine Lake? There is a culvert at Creedmore Lakes Road and Lone Pine Lake Drive that carries water from the county road, running it down through a four-foot deep channel into the lake. Steve Koeckeritz suggested having a water analysis done during the run-off season.

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CLRRA MOTION: Jim Sidebottom moved to authorize the Manager to spend up to \$500.00 to perform two tests, one now as a baseline and then one in the spring at the peak of the run-off. Rex Schweers seconded the motion, which passed unanimously.

CLWSA MOTION: Bob Strazer moved that Water & Sewer authorize up to \$500.00 to be spent on a water analysis with two samples from Little Lone Pine Lake. Joe Sarjeant seconded the motion, which passed unanimously.

- AUDITS – Scott Rulon of Rickards, Long & Rulon: Scott Rulon advised the audit is not complete, but it will be ready for the January Meeting. At this time, there are no identified problems.
 - Schedule Treasurers' Workshop with Auditor: A date will be set up for a meeting in Fort Collins when Scott can check his calendar.
- STAFFING
 - Job Description: This will be held off until we fill the Accountant/Bookkeeper position.
 - Chain of Command: This is tabled for now to allow the Board Members to review.
 - Additional Needs: This will be addressed after filling the Accountant/Bookkeeper position.
- SIRENS: Steve Smalley stated he would like to consider going out to the membership for a special assessment for this. He asked that the Board Members consider this over the holidays and that this issue appear on the January Agenda.
- SOLAR ENERGY: Steve Smalley explained Road & Rec.'s intentions with this regard and asked Water & Sewer if they would be interested in participating in the cost inasmuch as they also pay a portion of the propane used to heat the Wapiti Center. The Water & Sewer Board will address this in their January Meeting.
- EXECUTIVE SESSION
 - Performance Evaluation:

MOTION: Steve Smalley moved to go into Executive Session on personnel issues. Inge Hongsermeier seconded the motion, which passed unanimously.

THE JOINT BOARDS RECESSED TO EXECUTIVE SESSION AT 11:56 A.M.

MOTION: Inge Hongsermeier moved to go out of Executive Session. Jim Sidebottom seconded the motion, which passed unanimously.

MOTION: David Smith moved to adjourn. Jeanette Williams seconded the motion, which passed unanimously.

THE DECEMBER 15, 2007, JOINT BOARDS' MEETING ADJOURNED AT 1:14 P.M.

Respectfully submitted,
Bev Eddinger
Recording Secretary