

**Minutes of the Timbers Water & Sanitation District Board Meeting**  
**Zoom Remote Meeting**  
**October 21, 2024**

**Members Present:** The following Directors were present and acting:

- Ms. Jodi Lightfoot, Vice President (absent)
- Mr. Larry Ioffredo
- Mr. Gary Osteen
- Mrs. Erica Fisher
- Mr. Mike Lomas, Chairman and President

Managers:

- Kasey O'Halloran

**Call to Order:** The Regular Meeting of the Board of Directors of Timbers Water & Sanitation District was called to order by President Lomas on October 21, 2024, at 6:01 pm, noting a quorum was present.

**Consent Agenda:** The Board reviewed the regular meeting minutes from September 2024. The financial statements and the AR report were reviewed from September 2024. Upon motion duly made by Mr. Ioffredo and seconded by Mrs. Fisher it was

**RESOLVED** to approve the consent agenda.

**Invoices:** Invoices for September 2024 were reviewed and approved for payment; Upon motion duly made by Mrs. Fisher and seconded by Mr. Ioffredo, it was

**RESOLVED** to approve payment of the open invoices.

**Transfer of funds from TWSD to TWSWA Enterprise:**

\$5000 granted.

**Manager's Updates:** John Fitzgerald - September BOD removal was 78%. Ammonia is dropping @ 7.38mg/L. TIN results are looking good at 7.8mg/L. Our 2 year rolling average is currently 7.6mg/L, (below our limit of 10). Propane tank has been topped off for winter. Installed new battery backup in the control panel, you will see a bill from SCG for the unit and Ken Boggs (electrician) for install. Also installed a micro battery in the Tcom HMI unit. This should help with the power interrupts we experienced during August. The printouts of electric consumption showed no power issues on YVEA's side. Regarding our recent violations: Most of the ongoing violations are soft violations. These are less stringently enforced and seldom receive fines. The violations for Ammonia levels are more serious but have recently been occurring due to plant brownouts. We now have a new backup battery and are not have not had a brownout since. I think our main challenge remains the influent temperature during winter being too cold to support De-nitrifying bacteria. They require a minimum temp of 6C. Our influent temp is often just 6C during Feb. and March and into April. CDC and SCG has talked of building a small structure, heat it, and then send that air into the space above the membranes in the AxMax units in order to keep the membranes warm. This would be a more favorable environment for the bugs to thrive in. Mr. Lomas will reach out to Mary Andre to get clarification and movement on getting this resolved.

Water leak that was fixed prior this year is leaking again. Mr. Gibbons has been able to shut the curb stop off and Mr. Lomas will reach back out to Native to come investigate the issue.

**New Business:** 2025 Budget Draft – Mrs. O'Halloran shared the proposed 2025 Draft Budget. The Bodard discussed the totals and decided to have a Budget Workshop to discuss further in depth. Mr. Lomas will set that date and time and share with the Board Members.

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D&D Snow Plowing Contract – D&D sent the 2024-2025 snow plowing contract to Mrs. O’Halloran. Mr. Lomas asked her to sign it. The per plow rate is an increase of 6% over last year’s rate.

**Old Business:** Zirkel Wireless Contract – Mr. Lomas has sent the final contract around to all Board Members. The Board discussed some minor changes they would like to see to the contract. Mr. Lomas is going to send the contract to the new attorney for review prior to signing.

Lot 1 Easement – Mr. Lomas believes this has been completed but Mrs. O’Halloran will check with Ms. Lightfoot to confirm. If so, the invoices being held from the attorney’s office will be released.

Tap Fees and EDU Review- The Board discussed the best way to handle these changes. The new attorney will review the Rules and Regulations and get back to the Board on how this would work for the District and the best way to move forward. Mr. Ioffredo believes it might be unnecessary to spend money and time on this when the wisest course of action would be Water Meters.

Reserve Investments – Mr. Ioffredo will begin discussion with Yampa Valley Bank soon and start the process to move accounts to this bank.

Legal Team – The new legal team has been brought on and seems to be working well. Mr. Lomas will continue to work with them on pending needs.

Fire Hydrant update – Mr. Lomas will continue to reach out to Mary Andre for a plan forward on what needs to be repaired and how of those repairs will require more engineering then they have already received in the past.

With business concluded and upon motion duly and unanimously approved, it was  
**RESOLVED** to adjourn the regular meeting the Timbers Water & Sanitation District Board of Directors  
At 7:34 pm, this 21<sup>st</sup> day of October 2024.

Respectfully submitted, Kasey O’Halloran  
District Manager, Timbers Water and Sanitation District