

**CASTLE ROCK COUNTY WATER DISTRICT  
BOARD MEETING MINUTES  
DECEMBER 14, 2019**

**AGENDA**

In attendance: Fred Allen, Bob Deinhammer, Ed Grubb, Rich Hoag  
Absent: Matt Smith

Meeting was called to order at approximately 8:40am

1) New Operational Issues

- a) Shutdown of system during CCWD maintenance period
  - i) Required actions
    - (1) Bob Deinhammer shut down pumps and electrical 12/14/2019
    - (2) Need to schedule tank cleaning and inspection during shutdown period  
**(a) Action: Rich Hoag to contact service provider to schedule cleaning of tank**
    - (3) Fred Allen noted we should consider replacing the float in the tank  
**(a) Action: Rich Hoag to discuss with our electrician resource**
  - ii) Concerns and resolution of concerns
    - (1) Pump potential issues for not running over 3+ month period  
**(a) Action: Fred Allen to contact Martel to assess potential issues and possible preventative actions**
    - (2) Tank liner issues since tank will be dry for over 3+ month period  
**(a) Action: Rich Hoag to speak with service provider concerning experience with fiberglass issues and expansion of his role**
    - (3) Other: does the board have any responsibilities to communicate with members re cross connection of CCWD supply lines to CRCWD supply lines? Discussion ensued.  
**(a) Action: Ed Grubb to speak with Bill Armstrong concerning this issue and report back to board**
- b) Search for non-board member problem solvers
  - i) Key problem categories needing attention
    - (1) Leaks
    - (2) Tank problems
      - (a) Liner
      - (b) Floats and electrical
      - (c) Other
    - (3) Tank-to-pump house communications

- ii) Possible solutions
    - (1) Leaks
      - (a) Renew CCWD maintenance contract past April, 2020
        - (i) Action: Bob Deinhammer to contact CCWD re renewal possibility and/or renegotiation of maintenance contract; Fred Allen to supply appropriate contact information**
      - (b) Follow up with service provider to determine their ability and interest in resolving operational problems
        - (i) Action: Ed Grubb to report when response received**
      - (c) Possible solution using Ed Grubb's plumber resource
        - (i) Action: Ed Grubb to contact resource and report back**
      - (d) Possibly contact Pleasant Hill water district to determine other sources of leak repair ability
    - (2) Tank Problems
    - (3) Possible role expansion for tank cleaning service provider
    - (4) Communications
      - (i) No action at this time
- 2) Status and Outlook for Current Board Members
- a) Terms
    - i) Fred Allen submitted his letter of resignation effective January 1, 2020. Fred Allen committed to be available for consultation, advice, and/or board meeting participation as long as reasonably required by CRCWD.
      - (1) Action: Fred Allen to update and distribute his contacts list to all board members.**
    - ii) Matt Smith previously indicated he would not seek re-election to the board
      - (1) Action: Bob Deinhammer to discuss resignation with Matt Smith**
    - iii) Rich Hoag, Bob Deinhammer, and Ed Grubb indicated their desire to transition out of the board over the next 12 months, or sooner, once new board members were elected and up to date with board issues and needs
  - b) Chairmanship role
    - i) Preparation of board agendas, board leadership, and new address for CRCWD correspondence was discussed
      - (1) Ed Grubb and Bob Deinhammer agreed to co-chair the board during member transition period
      - (2) Ed Grubb agreed to receive correspondence either through CRCWD's P.O. box or at his home address.
- 3) Status and Outlook for Prospective Board Members
- a) Candidates and degree of alignment with board required tasks
    - i) It was unanimously agreed all future board members should not be required to resolve operational issues themselves but should be willing to lead efforts to have outside problem solvers do so. Exactly how that is administered would be up to the

new board members. Also highly desirable would be willingness to read meters quarterly

**(1) Action: Ed Grubb to draft a requirements talking sheet for board approval.**

ii) New prospective members who appear to fit above requirement:

(1) Bill Armstrong

(2) Dan Moylan

(3) Joe Atturio

(4) Julie Cimino (and possibly, her spouse)

(5) Jerry Dermon

(6) Oscar Fernandez

**(a) Action: Once talking sheet is approved, Bob Deinhammer to review with Joe Atturio and Julie Cimino; Ed Grubb with Dan Moylan and Bill Armstrong; Rich Hoag with Jerry Dermon and Oscar Fernandez**

**All Action Items were unanimously approved by the board members.**

There being no further discussion, the meeting was adjourned at approximately 10:25 am.