

## MEETING MINUTES FOR THE BOARD OF DIRECTORS OF LA PLATA WEST WATER AUTHORITY

The Board of Directors of the La Plata West Water Authority held a meeting on Wednesday, June 15, 2022, at 6:30 p.m. at the Hesperus Fire Station, located at 22868 Highway 140, Hesperus, CO 81326, and via FreeConferenceCall.com. In attendance were: Mardi Gebhardt, Barb McCall (online), Paul Gray, Frank Smith (online), Kevin Mallow (online & 8:35pm), Archie House Jr. (online), Deb Flick, (online 7pm), Doug Mize (online 6:55 pm), Dave Marsh (6:48 pm).

- 1) Call to Order at 6:33 by Mardi: quorum not met until 7:00 pm.
- 2) Roll Call: See attendance list above.
- 3) Approve Agenda: Items added prior to approval of agenda include Spring Hollow design, audit information, transfers, Burroughs charge off. A **MOTION** was made by Frank to approve the agenda as amended; second by Paul; motion carried.
- 4) Site Updates
  - a) Office: Telecommunications by CenturyLink are in progress. 100 mps via fiber optic DSL for \$115/month with 2-year commitment, plus another line for \$30, and modem fee for \$15/mo or \$200 to buy with 4 ports; no quote for cell number, will need ethernet for dock equipment; charges from pedestal to office to dock for conduit, etc. Trash service to consider.
  - b) For completion of interior office: need donated time to remove staples, pull toilet, pull only tiles that are already loose, and procure filters for AC and heater after the box is energized.
  - c) SE Corner of Office lot: Utility easement – discussion not needed.
- 5) Reports
  - a) Operator’s Report: Dave stated waiting on parts for manholes, LDWA has restricted water usage on their customers due to pump issues so Dave filling the tank more than normal for capacity. Everything else is normal.
  - b) LDWA restriction notice: concerning exterior home usage, fines, policy needed for our system. The Consumption Report this week was excessive for several customers. One involved a tenant issue, and the other was an actual leak.
  - c) Phase 0 O&M Establishing committee and Plan: Kevin stated it is part of the agreement. Bernadette had told Kevin that she is ready to get back as Secretary on the Committee; need schedule for startup to identify costs on intake structure and preventative maintenance.
  - d) BOR MOA: expires in October, needs sign off, clear the ditches from spoils, and remove pipe (2 x 20”x 20’ with coupler), need to inform BOR when we will be in there finishing the work. Kevin to coordinate with Dave on pipe pickup. Mardi to sign MOA.
- 6) Phase 2
  - a) Pre-Qualification discussion & PNA Engineering CDPHE, meeting with Eric Worker and Colin Daly: Mardi stated that the next step would be a commitment campaign along the lines of the pre-design and then go back to USDA, although it will not reduce the loan. More folks online will help carry the debt, but a bigger loan reduces the grant funds!
  - b) Letter to Phase 2 area and new campaign for commitments: need letter stating everything is refundable! Since Spring is on water restrictions now, and some wells are dried up, it may be prudent to move on. Open House might give us a good feeling of community interest. A community meeting was suggested by Kevin. Website map for checking eligibility. Maybe postcards along route. Need an ideas list.
  - c) Engineering question for Fill Station and PRVs: no costs for the work from SMA yet.
  - d) Fill Station: LDWA reviewed our restrictions/goals; letter of support to be drafted by Mardi for their signature, then to County for funding approval. Currently saying, “No”, to Phase 1 customers at Fill Station...needs more consideration. Distance from pipeline a guiding force as well as Division of Water Resources guidelines to refuse wells being drilled in our service area.
  - e) Water Fill Station matrix: Paul rationalized the differences between the three companies that provided quotes. Lots of apples and oranges: \$39,000 -Electromech, \$54,700 -Flowpoint, \$93,375-Franklin Miller. Paul recommended Flowpoint (Denver). Paul to contact Flowpoint and ask for adjustment of quote so that we have it ready for the County when letter is received.
  - f) Guidelines for maximum amount for procurement prior to needing an RPF: \$250,000 is threshold amount (federal rules).
- 7) Comments and Communications
  - a) Board Members: Letter from Macon re request to drill well. Their parcel has been determined to be approximately 300 ft to their property line and less than 400 feet (County regs) from our system line. Wells are only permitted as “household” only. Well drilling costs are currently at \$20,000-\$40,000. Located in Kline. Capacity would need to be evaluated with a service review. Kevin suggested a letter with more information why they should not drill, and state that coming on to the system is the best option. The Authority needs to set a limit for distance from our system. Paul suggested the distance be set at 1000 feet. Doug said let the DWR handle the granting or waiving.  
Barb had contact from Sharon Orr on CR 119, Alkali Gulch area. Deb had contact with Pope’s and they are now interested. KATITI COLORADO LLC might be a group to contact. Frank had contact with Gabe Watkins regarding security of water in the reservoir. Paul had contact from Joyce on CR 122. Mardi stated a new owner for a parcel in Alkali Gulch contacted her.
  - b) Guests: None

- 8) Minutes Approval
  - a) Approval of meeting minutes for May 11, 2022: A **MOTION** was made by Paul to approve the minutes; second by Frank; motion carried with one abstention.
- 9) Financial reports
  - a) P&L Report & Accounts Receivable: Deb reported many incoming payments while she was out of town. Some problem accounts need a new approach. Charge-off amount of \$175 due to transfer of title error on LPWWA's expense for Burroughs, so now need to get off books, and looking into reminders for parcel closings. Paul made a **MOTION** to approve the charge off; Frank seconded; motion carried.
  - b) Consent Agenda: Mardi to add Metron charge of \$753.59 and a credit card charge to Ferguson, and LDWA. A **MOTION** was made by Deb to approve consent agenda as presented; Paul seconded; motion carried.
  - c) Bills not in consent agenda: see above. A **MOTION** was made by Frank to approve the above listed items; second by Deb; all approved.
  - d) Transfer capacity sale balance & earned interest added reserve: Mardi stated we should put it into COLOTrust for a better interest rate. Discuss in July.
  - e) Purchase of ALP water for next year: haven't heard from Amy yet. Flush policy charge to be implemented also.
- 10) New and Old Business Tabled Previously
  - a) Memorials, tributes garden and contribution to Brice Lee plaque: LPWCD having a plaque made for Long Hollow Reservoir. \$200 contribution was suggested. A **MOTION** was made by Paul to make the contribution; second by Barb; motion carried.
  - b) R&Rs recommendation from committee: Barb getting Paul's computer squared away.
  - c) Start a 'fluid' Item list for Amy/Board, to help keep track of needed legal/unfinished board work moving forward. (Tabled)
  - d) Surety report (tabled)
  - e) Attorney comments for open issue (4) (b) (Not Needed)
- 11) Executive Session for the purposes of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators pursuant to Section 24-6-402 C.R.S. – Not Needed
- 12) Upcoming Meeting Dates: Board meeting on July 13, 2022, and August 10, 2022.  
Meeting adjourned at 8:37 pm by Mardi.

Respectfully submitted by:

Barb McCall   
LPWWA Board Secretary

Consent agenda items:

Business Operations	No.	Amount
FCC		\$3.00
Google Play		\$1.99
ViaSat	May	\$60.48
ViaSat	May overage and June	\$165.48
Verizon		\$26.84
USDA P&I		\$9,337.00
Reserve		\$1,085.00
LPEA Intake		\$4,522.00
LPEA Booster		\$2,522.00
LPEA Tank_Vault		\$48.80
LPEA Office		\$26.92
CW&LL		
Hayne & Co.	Audit USPS returned by mistake	\$8,500.00

Hayne & Co.	Newer invoice	\$2,000.00
Green Ana		
A to Z Electric		\$360.78
ASAP		\$1,445.34
Honest Design Co. aka Creative Edge		
UNCC		\$35.10
SW Waste Water	3277 May	\$2,540.00
	Not in consent agenda, but approved at meeting	
LDWA Water	April 15 to May 9th	\$6,527.07
GJ Pipe	Meter parts for installation for new subscribers	\$810.84
Metron	1" meter and antennas	\$753.59
		\$43,312.23