

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 Wednesday, February 9, 2022, at 6:30 p.m. via FreeConferenceCall.com due to COVID. The following were in attendance: Mardi Gebhardt, Barb McCall, Paul Gray, Archie House Jr., Deb Flick, Doug Mize, Frank Smith, Kevin Mallow, Wanda Cason (subscriber), Roy Horvath (subscriber), Dave Marsa (Operator).

- 1) Call to Order by Mardi Gebhardt at 6:44 pm. Quorum was met.
- 2) Roll Call: see above list of attendees.
- 3) Approve Agenda: No amendments so Deb made a **MOTION** to accept agenda as presented; second by Paul all approved.
- 4) Office Site Update
 - a) Mardi reported on electrician status, and State Inspector expectations., sink bases donated by Barb, small sink found, hot water heater, 6 diffusers for heat and AC. Dave reported that Nolan is working on the drip edge and corners, primer/paint, etc.
 - b) Culvert installation update: Mardi and Kevin (Liaison to BOR) made a site visit today. Project going well with Canyon Construction, 30-40 feet of the three-phase line was lifted and pipe will be slid underneath. Additional issue at the culvert project were noted by Mardi.
- 5) Operator's Report
 - a) Dave reported that a turn off was addressed, flushing in preparation for THMs sampling in February. Leaks were reported; and apparently it was same day as flushing.
 - b) Phase 1 Infill: Service Review for Spring Hollow: Per our Engineer, we will need to limit capacity to 20 GPM, and suggest a tank/cistern and fill the other cisterns for the RV park, etc. The customer's attorney said the County will not like it since it was below the actual usage. Mardi thinks an acknowledgement needs to be completed stating we are in receipt of a Water user Agreement, and the costs need to be acquired from Canyon Const. for the boring. Frank is concerned about the pressure. Dave said the quantity is more of a concern. The usage is event driven...maybe 4-5 times per year currently.
 - c) Variance for Mac and Wanda Cason: a variance for setting an additional meter at 1812 and 1808 CR 119 in the pumphouse. Easement for the new pipe, and access for the meters will be granted to LPWWA. Original meter pit will be used for a PRV. All cross-connection rules will apply. Dave inspected the pipeline and fittings. Mardi stated there will be legal fees incurred once the survey is done. Wanda stated they will take on the legal fees to have the easement and variance created. A 30-foot width will be required easement will be required. A **MOTION** was made by Doug to allow the variance and establish the easement with the requester responsible for the attorney's fees; second by Deb; all approved.
- 6) Phase 2 Update
 - a) Committee and newsletter to Phase 2 area: Mardi reported that Aaron has prepared a community letter. Marilyn Zion was asked if she was available to help.
- 7) Comments and Communications
 - a) From the Board Members: A tenant has vacated and the owner is aware and should be able to bring the account current. Water is shut off due to winter conditions. A consultant contacted Mardi about having a diver look at the intake structure. Kevin thinks a camera would be sufficient. Barb agreed with Kevin, and she suggested down the road if there is a zebra or quagga mussel notification at the lake. Albright's are getting ready to subdivide. Elsworthy boring is ready, so maybe can do it at the same time as Spring Hollow.

- b) Request for letter to LPC for future subscriber: 22771 HWY 140, near Hesperus. LP County needs letter stating we have plans to provide service potentially so future subscriber can get a permit to put a cistern in place. Mardi prepared a letter as such and added suggestions from the Board.
 - c) Guests, via call-in: non repetitive comments please, time limit three minutes each: Wanda Cason left the meeting at 7:25pm. Roy Horvath asked is the ALP allocations have been addressed. Mardi took an idea to the LDWA Board through their manager. We are waiting to hear back from ALPOM&R sub-committee, and she has not had any response from that committee.
- 8) Minutes Approval
- a) Approval of meeting minutes: A **MOTION** was made by Frank to approve the January 12, 2022, minutes; second by Deb; all approved.
- 9) Financial reports
- a) P&L Report & Accounts Receivable: Deb reported on billings, good customers, billing readability, no big issues. She may need to send out a 30-day letter to one or two subscribers due to non-payment. A template collection letter will be created.
 - b) Consent Agenda: Mardi presented invoices that were not included in the drive folder as well as the consent agenda invoices attached: A **MOTION** was made to approve the consent agenda by Frank; second by Paul; all approved.
 - c) Bills not in consent agenda: A **MOTION** was made to renew our memberships with CRWA and WIP by Barb; second by Deb; all approved. Deb made a **MOTION** to approve invoices to be paid for the CO Special Districts, LP County Property Tax Bill, Office Depot Printing invoices; second by Frank; all approved.
 - d) Sign procurement: Signs near the flush ports need to be posted regarding theft and they need to fit on post (narrower and longer). We will revisit this based on finding out post size.
- 10) New & Old Business
- a) R&Rs recommendation from committee: Barb, Mardi, Paul, and Deb met on February 8th to go through tables and revisions. Dave will provide information for fees in question on Table 2. Fees for transferring the WUA and the WUC need to be separate and different. Transfer WUA/WUC -\$100/\$25, increase transfer fee (death) to \$35, Turn on after Non-Payment Rectified, and we need a hourly rate for CORA and other document requests, Return check charge \$40, Tampering Charge - Cost of meter, lid, etc.
 - b) Amendment to LPEA Agreement regarding additional equipment needed for antenna: Dave reported that the old antenna started working again, so the new equipment is not needed yet.
 - c) Promissory Note confirm the vote: An electronic **MOTION** was prepared by Mardi via email on February 4, 2022, with 6 affirmative votes; motion carried. See attached email copies.
 - d) Attorney letter and comments for the contractor performance issue: Bonding company will bid out performance bond for the whole system for rectification of outstanding work. A **MOTION** was made by Doug to direct our attorney to send the letter declaring the Notice of Default of the contract; second by Paul; all approved.
- 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 C.R.S. as above. A **MOTION** was made by Frank at 8:12 pm to enter executive session. Session was exited at 8:24 pm.
- 12) Other Business: A **MOTION** was made to adjourn the meeting at 8:27pm. Next meeting date: Regularly scheduled board meeting is March 9, 2022.

Respectfully submitted by:



Barb McCall

LPWWA Board Secretary

Consent Agenda:

Business Operations	No.	Amount
FCC		\$3.00
Google Play		\$1.99
LPEA Intake	Split 50/50 LDWA Dec -Jan	\$857.00
LPEA Booster	Split 50/50 LDWA Dec-Jan	\$549.00
LPEA Tank_Vault		\$58.18
LPEA Office		\$27.38
ViaSat	13-Jan	\$60.48
Verizon	18-Jan	\$26.41
USDA P&I		\$9,337.00
Reserve		\$1,085.00
ASAP		\$1,225.94
Honest Design Co. aka Creative Edge	1028	\$135.00
UNCC	Jan 222010807	\$7.80
Southwest Septic (office Site)		
LDWA Water		
USPS		\$23.12
		\$13,397.30