

LA PLATA WEST WATER AUTHORITY

BOARD OF DIRECTORS

Meeting Minutes for April 11, 2018

- 1) Call to Order- Board members in attendance were Ken Spence, Roy Horvath, Kevin Mallow, Mardi Gebhardt, Barb McCall (via phone), Paul Gray, and Frank Smith. Others in attendance were Kristen Anderson interested community member, and Kristi Brunner with Bartlett & West
- 2) Approve Agenda-Frank made a motion to approve the agenda as amended, seconded by Mardi and approved by all.
- 3) Consent Agenda
 - a) Minutes from March 14, 2018
 - b) Invoices –

Company	Invoice #	Amount	Company	Invoice #	Amount
Durango Herald	Home Ranch Guide	\$220	B&W	730065624	\$374213
August West Ele	10438	\$299.99	LaPlata Cty		\$88.32
Beckstead	354	\$5810			

Motion to approve the consent agenda was made by Roy and seconded by Paul. Motion carried, all in favor.

- 4) Comments and communications (5 Min per guest)- Kristen Anderson attended the meeting to express her interest in helping the board. Mardi heard from First National Bank letting us know that they are being acquired by another bank. Suggested closing on the construction loan prior to the merger going through to lock in the proposed interest rate, would have to be approved by USDA. Kevin made a motion to allow the question to USDA to inquire about this, seconded by Mardi and approved by all. Mardi had conversations at the SWC seminar. Mardi had a call about a property on CR 123 wanting to transfer water user agreement. Mardi spoke with Lauren Hicks regarding insurance, wishing to bid on insurance for property and liability. Mardi brought the mail. Frank reported he had a call from Frank Anisi and was unable to return the call. Mardi has talked with Anisi and is moving forward with communications back to his clients.
- 5) LPWWA Administration
 - a) Finance – Mardi Gebhardt-we reviewed the upcoming cost and bank balance spreadsheet to look ahead at what we have upcoming. The \$299.99 for internet activation should be considered a startup cost added on the cost of the internet service equipment. Mardi to ask Canyon which bid item the activation would fall under so that we can properly determine the cost breakdown for our partners.
Mardi received an invoice from Colorado Water and Land Law Invoice# 2502-Phase 1 \$805.00. Mardi made a motion to approve and pay the invoice, Kevin seconded the motion which was approved by all. Mardi reported that we got a letter from Jeff Shamburg regarding the site work at the booster station. Kevin would like to know where we stand with the project cost and where these costs are represented in the billings for this work.
 - b) Discuss using times for agenda items – Ken Spence-limited times on each item in future agendas.
 - c) Policies & Resolutions – Ken Spence-consider items Ken listed and whether they need to fit under policies, procedures. Plan of operations, operating procedures, policies, announcement pertaining to installing their waterline from their house to the meter pit. Suggest they don't run the line until the meter-pit is set. Roy is willing to receive any suggestions on other items that may need to be worked on.
 - d) WUA & Easements changes – Kevin Mallow-nothing new to report beyond what Amy wrote prior to the last meeting. Kevin read the writeup from Amy and believes that we need to turn this over to Amy to modify the WUA. To move forward we will have Amy rewrite the WUA to include the easement language.
 - e) 811 system – Ken Spence- Phase 0 & Phase 1. Barb stated we could list her number as the contact for the 811 call. Roy suggested we set up a google account and any contact will be forwarded to Barbs number.

6) Phase 0 Design/Engineering – Kevin Mallow

- a) OM&R report- we were not contacted by the contractor or B&W for startup. We do not have the manuals, or submittal information to get started on the O&M manual. We don't have the commissioning document. The pump station electrical panels need some sort of protection and locks. Air vac/ vacuum breaker needed at pump station. Kristi will figure out where the commissioning document is and let us know.
- b) ALP Water Request – Roy Horvath-Roy asked if the board wants to define what amount of water is needed and when. We would prefer to leave our ability to obtain the water open ended and rather ambiguous at this time.
- c) Security Camera – Kevin Mallow- Met with a firm to discuss our potential needs and estimated costs. Would communicate with the OM&R Association. Kevin thinks we are premature at this point to move forward.
- d) Pump station Access by Fire, City & Sheriff - Ken Spence- Lock access road consider combination locks that can be changed easily. Legal document for emergency access only have Amy draft up an agreement.
- e) QA/QC water information from LDWA to prep for our system-Barb will review water quality requirements and talk with Charlie about providing that information.
- f) Jeff needs to provide Screen installation contract to Amy for review. Once Amy has reviewed and concurs with the contract the President is authorized to sign the contract and issue notice to proceed. Kevin made the motion and Roy seconded the motion. All in favor.

7) Phase 1 Design/Engineering – Mardi Gebhardt- Mardi made a motion to approve the two water user agreements we received, Barb seconded the motion. Which was approved by all.

- a) *Easements & other Legal Negotiations- Mardi made the motion to enter executive session, we asked Kristi to stay for the executive session. Entered executive session at 8:35pm. We left executive session at 9:00pm. Kevin made a motion to have Amy write the easements for the Isgar Property and the Harper Property and send a letter to both that they are obligated by the water users agreement to grant us easement and if they don't grant us easement and we have to go into the county road right of way their Water Users Agreement will be deemed null and void and their money will be returned if applicable. Frank seconded the motion which was approved by all.
- b) CRP ground crossing – Ken Spence- timing involved, for notification.

8) Phase 2 – Design/Engineering - Ken Spence

- a) Decide on committee name for Future Phases – Ken Spence- call it future phases by consensus.

9) Adjourn- motion to adjourn made by Mardi and seconded by Ken. Adjourned 9:07pm

Minutes as reported by Frank Smith, LPWWA Substitute Secretary Frank Smith

Approved on May 9, 2018

Next LPWWA Board meetings – May 9, 2018 & June 13, 2018

This Agenda may be amended prior to the meeting as allowed by law. The most current agenda will be posted on the Board's website at <http://lpwwa.org/agendas.php>. Prior to voting to go into Executive Session, the Board will declare the topic(s) of the Executive Session pursuant to § 24-6-402, C.R.S. It is anticipated that any marked () agenda items may be discussed in Executive Session and acted on by the Board at this meeting. Any action taken by the Board will occur in regular session, open to the public. The Board may address the agenda in any order to accommodate the needs of the Board and the audience.*