

LA PLATA WEST WATER AUTHORITY

BOARD OF DIRECTORS

Meeting Minutes for September 14, 2016

1. Call to order-Paul called the meeting to order at 6:48pm. Board members in attendance were Paul Gray, Mardi Gebhardt, Barb McCall, Kevin Mallow, Jeanette Haas, Ken Spence and Frank Smith. Priscilla Blackhawk-Rentz and Bernadette Cuthair arrived at 7:00pm. Others in attendance were Deb Flick Advisory Board member, Jeff Shamburg & Kristi Brunner with Bartlett & West arrived at 7:20pm.
2. Approve Agenda- approved without changes
3. Review minutes from August 10, 2016 meeting- Minutes have not been put on paper from the recording. Deb offered to transcribe the minutes of the meeting from the recordings. Ken will get the recording to Deb.
4. Guest Introductions & Comments- We missed specifically inviting the BOR & the OM&R personnel to the groundbreaking ceremony.
5. Comments and communications- Mardi went through the mail. Call before you dig notice. Colorado Water Court Seminar. Dunn & Bradstreet report that we were reviewed. Mardi got a call from Albright's who wish to withdraw from the project (2 taps). Mardi reminded the board that once we get into final design we can no longer refund money. Barb would like to go to the Water 101 conference. Kevin made a motion that if Barb wants to go to the conference the board pay her way, Frank seconded the motion which was approved. Paul stated that he will be attending the conference as well but will pay his own way as he will attend representing two different organizations.
6. Treasurer's update & current invoices-Mardi reported that financials, were posted on the board drive for review. Colorado Water and Land Law Invoice LPWWA only for operating items \$140, Phase 0 \$367.50 for a total of \$507.50. Kevin made a motion to approve the bill, Ken seconded the motion which was approved. Invoice #1797 from Colorado Water and Land Law LPWWA only \$1,015 & entire project cost \$227.50 for a total of \$1,242.50 Barb made a motion to approve the bill, Kevin seconded the motion which was approved.
Invoice from Bartlett & West for Phase 0 re-design and re-bid-\$5,000, 210 portion, total \$7,490 may 21 thru June 24, 2016. Mardi made a motion to pay B&W invoice #730057389 July 8, 2016, Kevin seconded the motion, which was approved. B&W invoice \$48,237 for phase 1 environmental- along with PER can be rolled into the Loan from USDA. Jeff cautioned us about other grants and that those grants were provided for certain things. No action was taken on the \$48K invoice. Deb presented a bill for \$76.98 reimbursement for shovels and paint for groundbreaking. Barb made motion to pay the bill, Ken seconded the motion which was approved. Mardi brought out another invoice #730058076 for B&W for Phase 0, post bid evaluation, 28% of initial construction in the amount of \$14,000. Kevin made a motion to approve and pay invoice 730058076, for services listed. Ken seconded the motion which was approved.
Mardi purchased new software for the computer. She contacted Roy prior to making the purchase. There were difficulties with merging documents and other issues that were causing problems and necessitated the purchase.

Committee Reports

1. Financial/Budget/Audit – Mardi Gebhardt*- We will be paying the next installment of the insurance. Mardi brought a hard copy of the audit, copy was given to Frank for the records.
2. Legal/Negotiations – Kevin Mallow- need to set a meeting for the operating agreement. Preconstruction conference with Canyon Construction was held today. Identified up front items. Kevin will follow up the concurrence from the OM&R association on license agreement. NTP

should be issued within a day or two of the license agreement finalization. Jeff asked that the Board authorize B&W to issue notice to proceed no sooner than September 26, 2016, or once the BOR has issued notice to proceed. Jeanette made the motion to authorize B&W to issue notice to proceed as requested, Mardi seconded the motion which was approved.

3. Phase 0 Design/Engineering/Groundbreaking-Blessing Ceremony – Kevin Mallow-is there anything else that needs to be done from today. Newsletter. Thank you to OM&R association is needed. Jeanette will write a thank you note and get a gift to thank them.
4. Phase 1 Design/Engineering – Mardi Gebhardt- Mardi has a copy of what B&W sent off to USDA- Duane Dale- Kristi reported that Duane wasn't sure that the application would get through before the end of the fiscal year on September 30, 2016. Kristi also spoke with a gentleman from Nevada who stated he saw no issues with the project getting funded in October or November. Notification will hopefully come in October. We need to seek ownership of property for tank locations. Jeff suggested surveying for lot splits in exchange of option to survey. May recognize the cost of the survey in dealing with the property purchase as well. Or perpetual lease may be an option. Kline site might be easier and cheaper to acquire. Minor exemption may also be considered. Bernadette asked what the benefit of these properties would be. Jeff explained that the one parcel would be used for water tank and future water treatment plant. And the other site would be used for an elevated tank. Lease for 1 acre with option to purchase 5 acres for future treatment plant now, and to go into the negotiations with this in mind.
Two issues brought up by county. Fire flow and 350 gallons per day for household use. B&W will meet with the County next week to discuss the issues to work through it.
5. PR/Marketing/ Web Presence – Ken Spence-Letter that the school puts out has been delayed a bit. Ken stated we want to add a piece about the groundbreaking that took place today. Needs to be done by Friday of this week. Ken asked for suggestions to be given to Deb to record and make changes. Kevin suggested putting a picture from the groundbreaking in the newsletter. Barb recapped the day's festivities for Bernadette & Frank. Barb has the shovels.
6. Archive/Information Access & Naming – Ken Spence- Item not covered in the meeting
7. Grants/Fundraising – Roy Horvath- item not covered in the meeting
8. Engagement/Capacity Building – Roy Horvath- item not covered in the meeting

New Business

1. Next LPWWA Board meetings - October 12 & November 9, 2016
2. Adjourn- Meeting adjourned 8:40pm.

Minutes as reported by Frank Smith. LPWWA Secretary

Approved on Nov. 9, 2016

