

LA PLATA WEST WATER AUTHORITY

BOARD OF DIRECTORS

Meeting Minutes for January 11, 2017

The agenda for the meeting is as follows:

1. Call to Order- Paul called the meeting to order at 6:30pm. Board members in attendance were- Paul Gray, Bernadette Cuthair, Ken Spence, Barb McCall, Mardi Gebhardt, Jeanette Haas, Roy Horvath, Kevin Mallow, and Frank Smith. Others in attendance were Jeff Shamburg with Bartlett & West arrived at 6:40pm.
2. Approve Agenda- motion to approve the agenda was made by Roy and seconded by Barb and approved.
3. Review minutes from December 14, 2016 meeting- Motion to approve the minutes made by Bernadette and seconded by Ken, all in favor.
4. Comments and communications-Jeanette received a call from a person asking about purchasing a tap. Jeanette will get back with him on what was discussed. Barb brought up the article reported in the Telegraph.
5. Election of Officers-7:15pm The question was asked if all current officers would like to retain their positions. Frank Smith did not wish to remain the Secretary due to upcoming workload. Kevin nominated Roy for President, Bernadette seconded the motion, Paul asked for any other nominations for president. Kevin moved that nominations for president cease. All in favor. Roy moved that we retain Paul as Vice President and Mardi as Treasurer, Kevin motioned that nominations cease, seconded by Bernadette and approved by all. Nomination for Secretary. Roy nominated Barb McCall for Secretary. Ken moved that we cease nominations, Kevin seconded the motion. The vote was all in favor.
6. Resolution 2017-1 - Meeting schedule (time and place) and posting locations for February, March and April 2017 - we discussed all the potential meeting locations, FLMFPD Fire Station at Hesperus or Kline, Breen Building, Marvel Church, Fort Lewis admin building (may have conflict in the summer and fall). Ken made a motion to use the church at Marvel, Barb seconded the motion. Kevin had a thought for discussion, try each of these locations for the next three months and decide. February- Marvel Church, March- Hesperus Fire Station, April Old Fort Admin Building. Ken amended his motion to reflect Kevin's idea, Barb amended her second to the motion as well; the motion was approved. Roy asked if the posting locations are still acceptable. Ken suggested posting one at the Marvel Spring instead of Hesperus. We will change the location from the Hesperus post office to a posting at the Marvel Spring. Mardi made a motion to approve Resolution No. 2017-1 to set location and time for Board meetings as well as posting locations for notices of regular and special meetings. Kevin seconded the motion which was approved.

Committee Reports

1. Finance report- invoices, receipts, questions – Mardi Gebhardt reported that the bank statements balanced and she provided a copy of the reconciliation for review. Invoices up for approval: 1) Inmotion website \$191.76 & \$14.99; 2) Barb McCall invoice for paint for the sign \$14.46; 3) Invoice from Colorado Water & Land Law operating items billed LPWWA to \$332.50, and 4) Post Office box (?) renewal for 2017 year \$86. Mardi asked to approve payment to all of the above, Motion made by Roy, Bernadette seconded the motion which was approved by all. Jeff -B&W invoices forthcoming for Project wide costs- # 730059910 Construction Administration \$9,386.40 for submittal review, #730059880 Construction observation \$13,142.97. Mardi asked for approval of the B&W invoices to start the payment process. Roy made a motion to approve the invoices as a board subject to review by the appropriate agencies, Frank seconded the motion, which was approved, all in favor.

Finance committee- budget submitted, two notices received, one acknowledging the filing and the other stating it was accepted. Mardi has not received anything back on the repayment agreement with CWRPA. Mardi asked if we wanted to continue with Beckstead for the audit for this year. Kevin made the motion that we hire Beckstead for the audit for this year with the caveat that we request for proposals from auditors for the next year. Ken seconded the motion which was approved by all.

2. Legal/Negotiations –Kevin Mallow stated there was a meeting January 18, at 10:00am to review the Operating Agreement at LDWA. Kevin sent the draft to Roy today and Roy posted it on the Board Drive. Mardi asked if the legal team would want to tackle the Water User Agreement review. Mardi pulled out information that wasn't pertinent anymore. Kevin would like to see us get it as close to final as we can get it before we hand it off to Amy for final review. Kevin suggested just focusing on the changes that have been made and not re-writing the whole document. Revisions are due by January 20th. During a discussion about adding new taps, Jeff pointed out that it is cheapest to add customers at the PER stage Date for legal committee and Phase 1 committee to meet to go through the WUA is Friday January 20th at 2:30pm at Mardi's house.
3. Phase 0 Design/Engineering – Kevin Mallow indicated that the contractors have done excavation for roadbed. Shut down for weather right now. Waiting on butterfly valve. B&W issued a stop work order to have Canyon Construction repair Storm water prevention measures. Unclassified excavation is at plan quantity. Canyon has been asked to do a pipe clinic to show how they will install the pipe. Jeff presented Contract #1 pay application #4 \$262,131.11 for mostly stockpiled material. Pay application Contract #4 pay application #2 \$24,139.52. Ken made a motion to pay these pay applications, Bernadette seconded the motion which was approved by all.
4. Phase 1 Design/Engineering – Mardi Gebhardt- Status on easement/subscriber information mailings- Jeff stated easement letters went out today. Jeff noticed that some letters went out to people who have already granted easement (Roy being one of them). We got through Section 106 clearance. Hopi tribe requested that SHIPPO Finding of No Historic Properties Affected they will also agree. The Environmental Assessment will be provided by Ecosphere on Wednesday, January 18th. . Addendum to PER to clear up tank site. May hear from USDA by end of February. Funding of excess capacity is due by February 1st. Bernadette reported that she is working with UMUT Counsel on getting the funding in place to meet their written obligation for excess capacity. Be mindful of questions that may be coming up with regard to easements. Mardi also asked that we start looking at the La Plata County building codes to understand what is required and what we are looking for with regard to locations for tank. Tank will be 120' high and about 35' in diameter at the base. Proposal from Jeff was presented at the meeting for additional easement acquisition letters needed for areas originally outside of phase in and near Marvel and County Road 119. Kevin made a motion that we authorize Roy to sign the agreement once Ken and Roy have had a chance to review the document and the breakdown of cost. Mardi seconded the motion and it was approved by all. Jeff will get the breakdown of cost to Roy tomorrow.
5. Review of proposed policies, procedures & guidelines- Roy asked if the draft is on track. Everyone that has reviewed it thought it was on track.
6. PR/Marketing/Web Presence/Board Timeline – Ken Spence
7. Archive/Information Access & Naming – Ken Spence- Roy got the documents from Amy's office and got it to Ken for archiving.
8. Grants/Fundraising – Roy Horvath
9. Engagement/Capacity Building – Roy Horvath

New Business

1. Next LPWWA Board meetings – February 8 & March 8, 2017
2. Adjourn-9:05pm
Minutes as reported by Frank Smith, LPWWA Secretary
Approved on February 8, 2017



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