

LA PLATA WEST WATER AUTHORITY

BOARD OF DIRECTORS

Meeting Minutes for February 14, 2018

- 1) Call to Order- Meeting called to order by Ken Spence at 6:41pm. Board members in attendance were: Ken Spence, Roy Horvath, Bernadette Cuthair, Barb McCall (via phone call), Mardi Gebhardt, Paul Gray, Kevin Mallow, Deb Flick, and Frank Smith. Jeff Shamburg with B&W arrived at 7:09pm
- 2) Approve Agenda-Agenda may need to be altered to accommodate Jeff Shamburg's participation. Paul made a motion to approve the agenda, Bernadette seconded the motion. Which was approved by all.
- 3) Consent Agenda
 - a) Minutes from January 10, 2018 meeting
 - b) Invoices – CSDP&LP #CHG-5353 \$767.33
B&W #730064776 \$14,709.35----B&W #730064777 \$9,994.00----B&W #730064795 \$2,962.39
CC&C \$1,931.00
InMotion #IMH-314-96271-9 \$14.99
 - c) Verify vote on B&W scope for Easements -Yes - 8, No - 0, Abstain - 0, No response – 1
Motion to approve the consent agenda was made by Roy, Paul seconded the motion which was approved by all.
- 4) Comments and communications- Roy met with the County Clerk to discuss what would be required to form a special district and will follow up with her. Roy also has found a contact and detailed information pertaining to the possibility of crossing state land for the raw water pipeline extension. Deb spoke with a neighbor that is already inquiring about specifications. She told them it will be going out to bid. Mardi reported that we got mail from funding circle application, and a flyer announcing a conference. February SDA news, credit card.
- 5) Consider Agenda Change and Tasks – Ken asked if we could combine some of the items that have not been addressed in previous meetings. All seemed to be in favor of the proposed changes.
Ken also reviewed the task list to highlight what needs addressed and tracks how close we are to the deadline.
Ken will not be in town for the next meeting in March.

Committee Reports

- 1) Finance – Mardi Gebhardt-we have two new invoices from B&W invoice # 730065215 in the amount of \$57.01 for final balance of the construction for Phase 0, Invoice #730065149, Phase 0 construction observation from December 30-January 26, 2018 in the amount \$12,422.20. Kevin made a motion to approve those invoices, Paul seconded the motion which was approved by all.
 - a) Review Allocation of Funds-\$15,185.00 subtotal of grants is \$20,046 over by \$4,861.10.
Kevin made a motion to utilize the funding that was received for excess capacity in the 125 pipeline, to pay existing expenses for operating and administrative costs up to \$10,000 to be reimburse by funding from the USDA once received. Bernadette seconded the motion, approved by all. Mardi reminded us of the payment due to Southwest in May of \$60k.
- 2) Legal/Negotiations – Kevin Mallow-no movement on this item this month.
- 3) Phase 0 Design/Engineering – Kevin Mallow-Kevin stated the construction meeting yesterday – reported that all pipelines are in and the building is complete. Electricians are in the building. Painting to do, & test pumping possibly the last week of February. On track for substantial completion for mid- March. Approximately 194,000 under budget at this point. There are two change orders \$9,445.50 for additional concrete work due to redesign of foundation for steel building, & \$7,410.00 for stem extensions on the intake gates.

- a) Award Intake Structure Screen bid- four bidders, February 2. Motion to award contract to Associated Underwater Services Inc, of Kenmore Washington, in the amount of \$271,200 made by Roy, Bernadette seconded the motion, which was approved by all.
 - b) OM&R committee report- LPEA meeting to discuss demand charges and other electrical charges. Kevin is thinking ahead of potential uses for cost savings for items such as security cameras. Time use at LPEA is something to keep in mind. Kevin is thinking of potentially going to planned use. Patronage use that comes back to LPWWA –how to distribute.
- 4) Phase 1 Design/Engineering – Mardi Gebhardt- Ken stated the Jeff & Crew supplied a status list of easements, \$7,051.80 spent as of the 12th of February. We reviewed list and Roy has gone through the list and posted the comments on the right hand column of the sheet, indicating which county road or highway each parcel borders and parcels for which we shouldn't need to get easements. Mardi has a water user agreement ready to sign. Ken stated that we need in the future to get the easements along with the Water User Agreement. Kevin suggested we modify the policy to acquire easements and run it by Amy for legal review.
- a) Easements – Johnson, 3 Sister, 140 SUIT-Kristi would like the Board to consider the cost of not going into the private property and make those desiring to come on to the system at a later date be responsible for the cost of avoiding their property.
Three Sisters- tank site Sherry's attorney has revised the easement-Kevin made a motion to give Mardi the authority to negotiate with 3 Sisters to provide up to \$50,000 payment for the tank site and all other easements required, and payment can be made upon signature of easement Grantor, Paul seconded the motion, approved by all. Ken has worked with Joel Johnson and it is pretty well complete with only the signature to be completed.
Williford won't grant easement, and we are considering not going to where they want it on their property but to the closest corner on their property.
 - b) Rate Committee make up.
 - c) B&W three change order requests-1-property surveys for the Blue Hill tank site- \$7,150.00, 2-any coordination for corps of engineers for 401 & 404 permits \$2,145.55, 3- Geotech report for Blue Hill tank site- \$5,280.00, will need Duane's approval. Motion to approve the change orders presented by B&W was made by Deb, seconded by Bernadette, Approved by all.
 - d) Schmitt Property Discussion-Roy asked if it is worth pursuing this property. Roy will go and have an initial discussion with the county planning department to see what it entails.
- 5) Phase 2 – Design/Engineering - Ken Spence- did not get to the remaining items on the agenda.
 - 6) PR/Marketing/Web Presence/Board Timeline – Barb McCall
 - 7) Archive/Information– Ken Spence
 - 8) Grants/Fundraising – Roy Horvath
 - 9) Engagement/Capacity Building – Roy Horvath

New Business

- 1) Next LPWWA Board meetings – March 14 & April 11, 2018
- 2) Adjourn-9:15

Approved on 3-14-2018

Frank Smith LPWWA Substitute Secretary

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.*