

MINUTES OF THE PUBLIC MEETING OF THE BOARD OF DIRECTORS OF LA PLATA WEST WATER AUTHORITY

The Board of Directors of the La Plata West Water Authority held a regular public meeting open to the public **Wednesday**, September 11, 2019, at 6:30 p.m. at the Hesperus Fire Station located at 22868 Highway 140, Hesperus, CO 81326. In **attendance were**: Ken Spence, Roy Horvath, Mardi Gebhardt, Deb Flick (tele), Barb McCall (tele), Frank Smith (tele), Paul Gray, Bernadette Cuthair (Via tele), Kevin Mallow, John Ruckman (B & W-tele), Lynn (B&W - tele), Doug Mize (SMA), Renee Lewis (RGL), Tom Hartnett, Gabe Preston (RPI).

The minutes are as follows:

Call to Order at 6:40 pm by Roy Horvath

Approve Agenda - No changes

Consent **Agenda: Motion to approve made by Bernadette, second by Mardi.** All approved.

a) Minutes from August 14, 2019

b) Invoices:

Comments and communications: Mardi had a call from Miramonte Estates board to potentially serve lots in that area. Will check **boundary map as a place to start. Roy received an email** from a community member about the tank color. He will respond. He spoke with Adam Reeves about the 1041 Powers issue. Documents are in meeting folder.

Water Rate Study:

Gabe Preston from Rural Planning Institute **presented a proposal and addressed questions** from attendees. He lives in Durango; he works on rural projects similar to ours. He will work on the short-term necessities, and he will deliver **incremental analyses as we go. we have no current billing data, so he would use general numbers. It would need to be revisited every 5 years, as a spreadsheet,** using cold and **warm season data, or use data from others currently in business. Base rate** inclusions must be discussed by board. Deadlines coming, so they could get rolling soon; timing is

good for their company.

Not to exceed cost is \$28,860 on current proposal. They will review their task target after 12 months and revise if **necessary**. It would cost \$3-4K to reanalyze the data. Spreadsheet will be a working file for training, and **can be revised as needed**. **Board needs to get** comments to Renee by **Wednesday next week to take to Gabe**. **Renee has a draft contract**. **bernadette asked to be on Rate Committee**.

Renee working on communications to subscribers about connections and will work with Ken for **more content**. **Several have already** run lines to their homes. Paul made a **motion to** allow \$300 spending limit on postage and mailing materials. Frank seconded; all approved. Bartlett & West have contract alterations. The document is currently at **USDA awaiting for a response**. **The Shenandoah** Pump House cost is approximately \$7000. USDA advised writing a letter for cost reimbursement. Charlies is working on getting an electrician lined up. Mardi **motioned to prepare a letter to USDA**; **Bernadette** seconded; all approved.

PER and Construction **Observation Reports costs need to be sorted** out with B & W to clarify **costs in excess of estimate**. Kristi may be able to help.

Subscriptions Costs: shut off new subscriptions for the current phase as of Friday, or accept **as case by case depending** on location on the line, and on cultural **assessments**. **Garrett** and Sarah Vogel may be interested immediately if can pay **now**.

Put update on our Facebook page and maybe on the Marvel Community page on Facebook: Roy, Ken, and Renee will **manage**.

Renee's update: \$25K seems high for rate study, John concurred. Kevin suggested renegotiating with Gabe. John **suggested getting** ahold of Rural Water Association to do the study. Roy will get the **spreadsheet** to Scott Thomas **tomorrow, and** may hire Bruce Whitehead to spend an hour looking at it. What is the realistic timeline for the project?

2

Substantial completion date is November 15. **May need to re-advertise** and get other firms involved on bidding. John updated the board with change order in now to change date for substantial completion to mid-December, and final **completion to early January**.

Water Dock/Office plan: Paul updated site plan with culvert on south, hydrant, etc. **Ready to get started on L & E permit**, possible electrical line in conduit from ditch that runs by shed, and there **are two meters on pedestal**. It will cost \$300 to **start request for service** application at LPEA. Mardi is authorized to submit application and fee.

Phase O Project Audit is 2/3rds to completion. Oct. 1 the SUIT will be complete. Just going through all the billings and checking **to see where the credits** should be applied. No auditor hired yet. UMUT doing the same with Joyce, DeeAnn, and Bernadette. Kevin stated that he and Lena have worked on it for 12 hours, they will review it internally, then share with the board. Target date is October 9 for both tribes to meet and concur...may only have a couple of line items to deal with. Check schedules for availability of October 17, 18, to meet with Renee, maybe week of 21st?

Partner with the City of Durango are able to install the **camera on the intake building to connect** with the 24' guy antenna up on Smelter to run the **camera software** for lake updates, and for future ethernet and IP address for our SCADA, transition existing equipment over, 18" dish, VS \$63/month.

Canyon Construction has fixed leak in 16" line, but they haven't determined the location of the leak on the 30" line. No **water has been pumped** for testing yet. Jim Formea of BOR just now mentioned the re-contouring of the Pine Ridge Ditch north of CR 210. John **stated there is a plan** for fixing it with typical section drawings. Once this is **completed, the culvert** can be installed.

Administration: USDA LOC debt reserve is \$118,980, computers and software, \$9,915 monthly, ESRI on regular budget, ASAP/Quickbooks transition almost complete. **Board can review. Roy and Renee can approve.** Utility bills will be set up for automatic up to \$50K / month.

Conflict of interest and non-disclosure agreements needed for Board members and Advisory Board. Future **phases committee has defined expansion areas and the maps are on the board drive.** Mardi will be taking over as **lead person for the committee. Roy to engage Erin Aas** for GIS help.

The contract amendment for the general manager is on the board drive for review.

The phone connection failed, and all three or four **entities were unable to re-establish connection; no quorum maintained for discussion or proceeding, meeting was adjourned.**

Adjourned at 9:48 pm. Next LPWWA Board **meetings: October 9, 2019, and November 13, 2019**

Respectfully Submitted,

BalcCall

Barb McCall

LPWWA Board Secretary