

**MINUTES FOR THE 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 meeting open to the public Wednesday, December 11, 2019, at 6:30 p.m. at the Hesperus Fire Station located at 22868 Highway 140, Hesperus, CO 81326. In attendance: Mardi Gebhardt, Barb McCall (via telecon), Renee Lewis (RGL), Kevin Mallow, Frank Smith, Deb Flick, Paul Gray, Doug Mize, Aaron Preator, Tom McCarl (B&W), John Ruckman (B &W), Gabe Preston, Tom Kappes (B&W),

The minutes for the meeting are as follows:

- 1) Call to Order at 6:45 by Mardi. Introductions were made.
- 2) Election of Officers: A nomination was made by Barb for Mardi for President. Vote resulted 5 in favor, 1 abstained, 0 against. A nomination was made by Mardi for Paul for 1st Vice President and Frank for 2nd Vice President. Vote resulted 6 in favor, 0 against.

Mardi discussed a quote from ASAP to perform our monthly treasury reports in addition to the invoices. The cost is \$540. A nomination was made by Frank for Deb for Treasurer. Vote results 5 in favor, 1 abstained, 0 against. The Secretary position will need to be nominated and elected at the January meeting.

Current LPWWA Officers:

Mardi Gebhardt – President
 Paul Gray – 1st Vice President
 Frank Smith – 2nd Vice President
 Treasurer – Deb Flick
 Secretary – Barb McCall

- 3) Approve Agenda: Additions to the agenda were made to include the minutes for the December 4, 2019, special meeting. **MOTION** made by Kevin to accept; second by Doug and Aaron, all approved.
- 4) Public Hearing – LPWWA Draft 2020 Budget: At 7:11 the public hearing was opened for comment. No comments.
- 5) Consent Agenda: **MOTION** to approve made by Deb; seconded by Frank; all approved.

USDA

Company	Invoice #	Amount
Colorado Water & Land	3271	\$130.00
Williams Const.		\$0.00
TBK Bank	Loan Interest	\$5,482.18
Great Plains Const.	PA 05	\$43,444.45
Bartlett & West	730073187	\$8,258.75
Bartlett & West	730073185	\$26,550.27
Bartlett & West	730073186	\$8,250.00

General Operating

LPEA	Intake/Booster	\$1,504.00
RGL Consulting	Inv 006 Nov	\$4,350.00
Colorado Water & Land	12/14/1908	\$552.50
Office Depot	11/20/2019	\$15.05
Office Depot	12/4/2019	\$139.00
Durango Herald	11/20/2019	\$14.82
Post Master	11/7/2019	\$1.30
Open Bartlett		\$2,879.55
Open Canyon		\$17,577.85
Viasat	12/1/2019	\$62.58
LPEA	Vault	\$86.80

- 6) Minutes for November 13, 2019, and November 21, 2019, and December 4, 2019: A **MOTION** was made by Kevin to accept; seconded by Barb; all approved.

- 7) Comments and Communications: Barb received a call from Jonathon Romero, a reporter with the Durango Herald, regarding the temporary construction shutdown due to weather. Mardi had several contacts regarding WUA updates. Tom and Mardi had a complaint about Williams cutting a driveway without permission which turned out to not be the case when the owner(s) finally communicated.
- 8) LPWWA Administration
- a) Finance: Mardi covered bank statements, including loans, and line items for some of the budget.
 - b) Conflict of Interest, Code of Conduct, and Board Manual: Deb made a **MOTION** to approve the COI document in preparation for the January 3, 2020, future phase committee meeting; Kevin seconded; all approved. All the above documents will be discussed at the January 8, 2020, board meeting relative to changes, updates, etc.
 - c) Execution of Bank Cards: Mardi stated that she, Paul, and Barb are set with signature cards at the banks, but that Deb will now need to go get signed on with both banks. The Resolutions concerning the cards, the budget acceptance, and the election of officers will be presented at the January meeting.
 - d) 2020 Draft Budget: Mardi and Renee went down the list of items to finish the budget. Discussion ended at 11:45 upon adjournment due to no quorum left to vote.
 - e) Grant Funding Application(s): Renee reported that Roy was working on some possibilities.
 - f) Project Progress and Next Steps Report: Renee reported a brief list of items that were included in the meeting documents.
- 7) Phase 1 Design/Engineering
- a) Project Update: John stated that pressure testing and disinfection is coming up, so Tom Kappes will be overseeing while Tom McCarl will be stepping back. Weather conditions have not been conducive to contractor's equipment due to mud in the pastures, etc. Work was temporarily shut down last week. Currently work is continuing, but slow.
 - b) Office Site Status – tabled for next meeting
 - c) Update on Rate Study: Gabe Preston with RPI presented an update on gathering information with Renee's help, determining variables, and asked about base rates for amounts of gallons that would be acceptable to the board to include in the study. Timeline for the RFP for the Rate Study will need to be extended. A **MOTION** was made by Deb for extending the RFP timeline for the Rate Study to be completed by February 12, 2020; seconded by Doug; all approved.
- 8) Phase 0 Design/Engineering
- g) Update on Ditch Contouring, Culvert Installation, Weed Mitigation, and Reseeding: John stated that the regrading on the ditch was submitted to SHIPO for comment. No more updates on other items.
 - h) City of Durango Camera and Internet Alternative Connection at Intake Building- work will be schedule in the next two weeks.
 - i) Project Audit Status and OM&R Committee Status – tabled for next meeting
 - j) *Open Invoices – not discussed
- 9) Future Phases – Design/Engineering: Mardi stated next committee meeting is January 7, 2020.
- 10) *Potential Executive Session - none
- 11) Adjourned at 11:35 pm
Gabe Preston left at 9:30 pm. Tom McCarl and Tom Kappas left at 9:43pm. John Ruckman disconnected at 9:43pm.

Next LPWWA Board meetings – January 8, 2020, and February 12, 2020

Respectfully submitted by:



Barb McCall
LPWWA Board Secretary