

**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 on Wednesday, March 11, 2020, 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 teleconf), Deb Flick, Paul Gray, Frank Smith, Aaron Preator, Doug Mize, Bernadette Cuthair (via teleconf), Archie House Jr. (via teleconf), Kevin Mallow, Renee Lewis (RGL), Lynn Stutzman (via tele at 8:00pm).

The minutes for the meeting are as follows:

- 1) Call to Order at 6:47pm by Mardi.
- 2) Roll Call - see attendance above
- 3) Approve Agenda: **MOTION** made by Deb to change table for expenditures to add RGL for \$2475.00, Google One renewal \$19.99, and CW&LL for \$2121.40 for new total of \$10,761.34; second by Bernadette; Mardi wanted to add financial report after the minutes..
- 4) Code of Conduct and Conflict of Interest Statement Submissions: Bernadette asked if members have submitted. Mardi stated they are on board drive or can be emailed out. Forms turned in by various board members.
- 5) Consent Agenda:
 - a) Minutes: February 12, 2020, and February 26, 2020: **MOTION** to approve February 12 minutes made by Frank, second by Paul; all approved. **MOTION** to approve February 26 minutes as amended, made by Barb; second by Paul; all approved.
 - b) Financial Report: Deb reported she and Mardi are abandoning the draft of bill pay procedures.
 - c) Expenditures: **MOTION** to approve the expenditures table as amended above made by Deb; second by Barb; all approved.

Company	Invoice #	Amount	LPEA	Intake & Booster	\$1,306.00
Bartlett & West	730074430	\$4,892.50	RGL Consulting		
Bartlett & West	730074431	\$2,497.44	Lake Durango Water Authority	LPWWA-1	\$0.00
Bartlett & West	730074432	\$1,250.00	Deb Flick	Office dept /2	\$171.71
CW&LL	3371	\$2,121.40	Office Depot	DC 2/27	\$32.51
		\$10,761.34	4 Water Information Program	refund	-\$200.00
			ASAP	101778 2/29	\$589.79
			Viasat	3/3	\$62.58
			LPEA	Vault	\$0.00
			Google One Renewal		\$19.99

- 6) Comments and Communications - None
- 7) Old & New Business
 - a) Phase I Update: Lynn reported pipe from tank is ready for disinfection and chlorination, no leaks so far, and no failing Bac-T tests. Charlie needs a week or so to fill tank at Shenandoah before filling our tank. Jack is new Superintendent for Williams. Chris Moser is the new RPR for B & W. William's goal is to finish within the next 60 days. Renee stated we need all the meter serial numbers associated with each address, especially if meter pits are on fast track now. Lynn stated it will be a spreadsheet as sections have been tested. We need this information for the billing service. No new field orders this week. Doug reviewed the contractual obligations for Phase 1 to include the initial contract, change orders, field orders, and amendments, the project is over budget by approximately \$240,000 to date. Doug recommends the board approve a budget line item to pay such contractual obligations and look for grant money to pay for it. Duane won't seek additional money's until the substantial completion has been reached, but is not hopeful that Denver USDA members will approve due to back to back winter shutdowns.
 - b) Update on Ditch Contouring, Culvert Installation, Weed Mitigation, and Reseeding: Lynn reported that John has not received a response from SHIPO, even with several calls into them. Lynn is questioning the hold-up.
 - c) Review RFQ Proposal – Future Phases PER Services: (**TABLED** for March 25th meeting)
 - d) Rate Study: Gabe Preston (RPI) presented a draft of his work dated January 20, 2020. His projections included the minimum recommended rate of \$195 monthly as the base rate with 154 subscribers. Bernadette asked about anticipated date of debt paid off, and replacement of pipes. We have a 40-year loan: 2060. There will be leaks and repairs regularly. The replacement cycle rests on a lot of factors. Discussion followed regarding a feasible base rate per month. Concerns were voiced about higher amount than what was projected at the beginning during the community meetings. Base rate is wholly made up starting with the O&M and debt service. Folks didn't want to pay upfront, so it's carried out over the length of the loan. Frank asked about the status of the USDA Letter of Conditions being met. Renee stated she has had discussions with CRWA representative

about treating our own water with a package plant by the booster station. The return on investment would be shorter. This is a topic for further discussion later. Gabe ended with preparing a document/chart/list showing how the monthly base rate is derived for use with our funders and presenting to the community. The Board directed Gabe Preston, RPI Consulting, LLC, to move forward with the draft rate study report based on the two scenarios discussed. The draft rate study report will be presented to the Board at the April 8, 2020 meeting. He will have this prepared by April 3, 2020.

- e) Project Progress and Next Steps Report: (**TABLED** until next meeting)
 - f) RGL Consulting, LLC Contractor Agreement: (**TABLED** until next meeting)
 - g) Distribution System Operations & Operator (GIS & Field Operations): (**TABLED** until next meeting)
 - h) Project Audit and OM&R Committee Status: (**TABLED** until next meeting)
- 8) EXECUTIVE SESSION for the purposes of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators pursuant to C.R.S. § 24-6-402(4)(e).
- a) Contract Negotiations - No executive session.
- 9) OTHER BUSINESS
- 10) Adjourned at 9:08pm after **MOTION** made by Kevin; second by Deb; all approved. Next LPWWA Board meetings are on March 25, 2020, and April 8, 2020.

Respectfully submitted,



Barb McCall
LPWWA Secretary