

LaPlata West Water Authority

Board of Directors Meeting

Minutes for November 20, 2013

1. Call to order- Roy Horvath called the meeting to order at 6:37 pm. Board members in attendance were: Roy Horvath, Mae Morley, Kevin Mallow, JT Coyne, Manual Heart and Mardi Gebhardt. Board members on the telephone were Barb McCall and Suzanne Wilhelm. Frank Smith came on the phone at 8pm. Jeff Shamburg was on the phone for the entire meeting. Amy Huff came on the phone at 7:05pm. Paul Gray and Ken Spence were present at the meeting.
2. Approve agenda- The meeting will accommodate Amy Huff telephone call.
3. Review minutes from November 5, 2013 meeting. - Kevin made a motion to approve the minutes, JT seconded the motion and it carried.
4. Comments and communications-Mae Morley reported that she was reappointed by the LaPlata Water Conservancy District for another three year term. Roy Horvath reported that he was provisionally reappointed by the ALP Board. They will make it official at their next meeting.
5. Treasurer Report and current invoices- Mardi presented invoices in the amount of \$1232 from Bartlett and West and \$250 for WIN membership. Mae made a motion that we pay Bartlett and West and the WIN membership. JT seconded the motion and it passed. Mardi will buy 500 checks that she can use in conjunction with the quick books program. We reviewed the October 31, 2013 Balance Sheet. Mardi pointed out the \$604.22 on the Furniture and equipment line is referring to the computer that the Authority purchased. We reviewed the Profit and Loss Sheet. From January 1, to October 31, 2013, our Board has spent \$8,442.75 in legal expenses, \$16,262.00 in engineering expenses and \$3,618.16 for our Project manager. We will need to get insurance covering the intake structure soon. This is one of the requirements in our tribal agreements.
6. Review commitment policies, rules and regulations, other items with legal counsel. Amy Huff joined the meeting via telephone. She has reviewed the Transfer and Refund Policies. She says we need to change #3, the last line. It should read "LPWWA will return all documents, except the original WUC. In the case of a transfer, a new water user's commitment will be issued." We discussed the rules and regulations. One issue we discussed is what happens when a parcel that has a primary tap and an accessory tap is divided and sold? We believe that the accessory tap should be required to upgrade to Primary Tap. We must have a back flow (PRV) policy. Jeff said we need to drop the drawing of the meter pit that used in the Montezuma Water rules and Regulations. We will need to have a policy that addresses the board's response to a customer whose house burns down and they want to move their tap to another location on the system. We still need to prepare an application, checklist, certificate and an appeals process. The Board will need to make an official resolution that states that there will be a \$750 discount, on all phases for the people who signed up in 2010. Amy will review the Rules and Regulations that we have revised when she returns from vacation on December 2, 2013. The committee will meet and work on the application and the rules and regulations. We will continue this discussion at our next meeting.

7. Review budget for 2014, set budget hearing date. – We reviewed the budget that Mardi and Frank updated. JT Moved that our budget hearing will be at our meeting on December 4, 2013. The notice will be published in the Durango Herald and the budget will be available for review at Amy Huff's law office. Frank seconded the motion and it passed. Mardi will take care of this.
8. JT moved that we approve the Transfer and Refund Policy with Amy's correction. Mardi seconded the motion and it passed.
9. Additional review/ discussion of rules and regulations and tap fee. The tap fees for phase 1 are  
\$8500 for 2010 commitment holder- Primary Tap(\$500 plus \$4000 plus \$4000)  
\$6500 for 2010 commitment holder-Secondary tap, (\$500 plus \$3000 plus\$3000) \$2000 will be required when meter is set.  
\$9250 for Jan- April 30, 2014 signers- Primary Tap (\$4625 at signing, plus \$4625 when meter set)  
\$7250 for Jan- April 30, 2014 signers- Secondary Tap (\$3625 at signing plus \$3625 when pipe touches your property) and \$2000 will be required when meter is set.  
\$12,000 for Post Design Signer- Primary Tap (Full tap fee required at signing)  
\$10,000 for Post Design Signer- Secondary Tap (\$10,000 at signing and \$2000 when meter
10. Timeline clarification& Completion- JT requested help from the advisory board with the Public relations project.
11. Review RFP for tap financing options for property owners- The Board ask Roy to send this out the first of next week.
12. Update on LDWA agreement/Design & engineering Group- The next meeting is December5, 2013 3pm at Ron Borrego's office located on Main Avenue near Durango Herald.
13. Next Board Meeting December 4, 2013.
14. Adjourn-Roy Horvath adjourned the meeting.

Respectfully Submitted, Mae Morley Substitute Secretary



Frank Smith

Approved on December 4, 2013