


LA PLATA WEST WATER AUTHORITY

BOARD OF DIRECTORS

Meeting Minutes for February 5, 2014

1. Call to order- Roy called the meeting to order at 6:35pm. Board members in attendance were Roy Horvath, Mae Morley, Suzanne Wilhelm, JT Coyne, Barb McCall, Mardi Gebhardt, and Frank Smith. Others in attendance were Charlie Kier, Ken Spence, and Paul Grey. Jeff Shamburg and Celene Hawkins also attended by conference call on Roy's phone as the school phone was not working properly. Celene had to drop off the call at 7:53pm. Suzanne left the meeting at 9:10 pm.
2. Approve Agenda-The agenda was approved without changes.
3. Review minutes from January 22, 2014 meeting-Mae made a motion to approve the minutes which was seconded by JT and approved.
4. Comments and communications- Roy met with Julie Westendorf to propose setting up a meeting with the county staff in the middle of March to update them on our project. The county will have an Infrastructure 101 meeting Wednesday 2-19 at South Camino Del Rio office. Mardi spoke with Stovall's to inquire about them finishing their paperwork. Mardi reported that she completed the 1099's and the 1096 form.
5. Treasurer's update, monthly financials and current invoices-Mardi started working on the audit exemption and sent it to Gene for his review. We received one invoice from Colorado Water and Land Law in the amount of \$1,295 – 10% discount \$1,165.50. Frank made a motion to pay the bill; Barb seconded the motion which was approved. Mardi will contact Bikis to have them freeze the historical data concerning tap commitments they have on PDF and LPWWA will be taking care of future updates of these records. Mae made a motion to amend policy number 13-2 so the transfer fee for WUC is \$15 and to eliminate the fee for a refund, Suzanne seconded the motion which passed. Mardi is seeking edits by Saturday evening for any of the transfer directions, checklist, and documents.
 - a. Finalize LDWA/LPWWA Boundaries – status of CWCB review of draft agreement-Jeff sent out a map for our review, Roy showed it on the projector for us to see. We discussed the map and the need for revisions to the boundaries. Roy will send a draft of the revisions to Jeff who will revise and send back to us. Celene asked if both boards have approved the agreement and essentially both boards have an agreement pending review by CWCB and the finalization of the boundary map.
6. Design/Engineering Meeting – February 20, 2014 – Location? Agenda, Tribal Escrow arrangements, operating agreements/process-We will email some initial thoughts and work towards defining a scope for the project. Celene agreed that the escrow agreement is high priority to get developed. Jeff will send out a proposed pipeline path to the group to start the conversation of alignment.
7. Update on abstracting related to easement acquisition process- Jeff made contact with both groups but has not had any follow up conversations.
8. Timeline/critical path development
 - a. Raw Water Project
 - b. Phase 1- application submittal is scheduled for May 2014.
 - c. Subsequent phases
9. Ken Spence – potential website options- the board likes what has been put forward by Ken – Jeff – update on GIS website info. Jeff will send the link to public access tomorrow.

10. Rules and regulations update- Jeff gave an update on the adjustments he and Mardi collaborated on and made to the rules and regulations. One more iteration of this document is necessary before we turn it over to Amy for review.
11. Bylaws update – add provisions for email voting, consent agenda-we discussed the ideas and whether we need to amend the bylaws or, not to address these items, or whether we wish to pursue them or not. Suzanne stated the consent agenda is already permissible in our current bylaws. JT mentioned that the SDA strongly discouraged email voting when the Fire department was considering the idea. Mae mentioned that if we want to amend the bylaws they have to go before the ALP board and their meetings are quarterly. The consensus was that no action would be taken at this time.
12. PR Campaign update from JT- for session at the grange March 8th, JT passed around a signup sheet to solicit help from Board members with this event. We will also have the booth at the farm and ranch show on April 26th at the fairgrounds. JT has worked on revising the tri-fold brochure and requested feedback on the information that we want to include. JT had quotes for the signs in the amount of \$8 each for the signs and \$1 per copy of the tri-fold. Mardi mentioned that San Juan RC&D would print the tri-fold for less cost than what was proposed. Mae made a motion that we budget \$3,000 for the public relations materials needed for our upcoming outreach meetings, Barb seconded the motion which passed.
13. Next Board Meeting dates - Next Board meeting will be February 26, 2014, this was moved to allow Board members to attend the County meeting on infrastructure on February 19th.
14. Adjourn-9:32pm
Minutes as reported by Frank Smith, LPWWA Secretary 
Approved on February 26, 2014