

## 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 on Wednesday, Aug. 14, 2019, at 6:30 p.m. at the Hesperus Fire Station located at 22868 Highway 140, Hesperus, CO 81326. Present were Ken Spence, Roy Horvath, Mardi Gebhardt, Barb McCall (via teleconf), Deb Flick, Paul Gray, Frank Smith, Kevin Mallow, Bernadette Cuthair, John Ruckman (B&W), Jarrett Hillius (B & W), Tom McCarl (B&W), Pam Glasco (subscriber), Dave Diss (Souder Miller & Assoc. ), Douglas Mize (Souder Miller).

The minutes for the meeting are as follows:

- 1) Call to Order at 6:37 pm by Ken.
- 2) Approve Agenda: Rearrange internal administrative items to executive session per Mardi, add in Google Drive items per Ken.
- 3) Consent Agenda: **Motion** to approve the consent agenda made by Kevin; second by Bernadette. All approved.

Minutes from July 10, 2019

Invoices –

Company	Invoice #	Amount	Company	Invoice #	Amount
Viasat	8/1/2019	\$62.58	Great Plains PE 02	7/31/2019	\$276,051.95
ALPWCD	7/19/2019	\$167,631.99	La Plata County Clerk	1158499	\$13.28
Bartlett & West	00730071625	\$38,657.16	LPEA- Booster	8/6/2019	\$576.00
Bartlett & West	00730071626	\$4,216.25	LPEA - Intake	8/6/2019	\$1,037.00
Beckstead & Co.	426	\$1,940.00	Williams PA 6	8/5/2019	\$314,067.96
Frank Greer	7/19/2019	\$362.50	Basin Co-op	D45880	\$426.51
TBK Interest	7/01/2019	\$94.97	La Plata County Clerk	7/12/2019	\$18.39
TBK Interest	7/31/2019	\$209/66	Williams PA 5	7/29/2019	\$320,094.87
RGL Consulting	002	\$2,225.00			

- 4) Comments and communications: Mardi received a request for refund of water user commitments from Jeffery Marcini of Wild Water Investment, and she prepared a refund check accordingly. Mardi covered mail received. Roy sat in on a meeting with CDPHE branch yesterday regarding operators and certification courses. He will be meeting Scott Thomas with CRWA tomorrow. Barb met with Phil Shirk and Tom McCarl onsite at Shirk's easement to discuss and document that their sanitary sewer system is located within the easement. Tom documented and will meet with Williams. Phil will mark the boundaries with flagging.
- 5) Phase 0 Design/Engineering
  - a) Status on 30" & 16" repair, culvert installation: John submitted docs to Canyon, potholed 30" and 16" line will cross over by 6" according to update from Roy. John asked if Charlie had put any pressure on the line to check again for leaks. Roy didn't think so. The leaking 16" line was opened up, but no sign where the leak is located.
  - b) Audit Progress: Per Roy, there is slight holdup due to City possibly wanting camera on the building to monitor for several reasons, so need to get with ALP to confirm. Possibly tie into City camera system if they route their 24" line, and we could share a camera system at that point. Bernadette wants to see clear boundaries monitored within the Lake Nighthorse Fee Area. Mardi and Deb reported feedback on RFP for Audit from Clark & White Associates. Entities stated that we were asking not for an audit, but for special tasking, so suggested a rewrite of line items. Mardi sent the RFP out to additional entities, and their responses were that they could not perform "audits". Verbiage needs to be changed with a defined task list, and maybe not using the word "audit". Tribes need to make a list for the engagement

agreement including a specific direction of what needs to be done for each item. Mardi suggested edits by Wednesday, and final by Friday of next week. Bernadette will be out on leave next week and will request another representative to help Kevin get it done. Roy reminded everyone that we would try to work through the actual percentages as best as possible for everyone's interest. Bernadette thought maybe an advisory resolution by the UMUT is possible to time constraints on both ends. Short term would be about a couple of weeks, best case.

6) Phase 1 Design/Engineering

- a) ALPWCD Water Allocation Purchase: Roy stated we received the agreement, need more detail on OM&R costs. USDA will need that info. Roy will get a check for payment by August 29, 2019. \$3000/acre foot, balance of \$167 for OM&R costs.
- b) LDWA Draft agreement for Phase 1 test water: Roy's discussed with Renee previously about amount of water and costs, line disinfection, etc. Gate is closed to tank due to cattle. Please keep the gate closed.
- c) RFP for Rate Study: Renee submitted a draft RFP to board members via email last week, and it was included in consent agenda.
- d) Changes for B&W Contract: Amendments 9, 10 & 11 - Changes to InteriorWest scope, construction observation, pumping for the Shenandoah Station that were not in original scope. Most all were in consent agenda.
- e) Burroughs letter: Draft letter presented by Roy previously, was submitted to subscriber. This letter shall be a template for future similar requests.
- f) Reminders for remaining reserve subscribers will be sent out from Mardi this week. Any transfers would need to be upgraded to primary prior to transfer. Mardi will check Rules and Regulations regarding this issue, and we will be discussing this at the next meeting.
- g) Bartlett & West Update: Jarrett reported that they are monitoring the schedule from Williams, their testing plan (one week), field change order executions, tank vault connection. B & W concerned about the contractor meeting the deadline. John thinks getting the water available for pressure testing will help get the contractor in action. The 2" line at LDWA connection needs to be in place first. Jarrett thought a temporary meter set up is possible, but unresolved. Need focus on these items for next construction meeting. No dates provided for meter pits and equipment as they have not been ordered yet.

The HWY 140 bore crossing still has concerns and questions from contractor. B & W can provide options.

Tom reported the bore crew onsite at ??, and an open cut scheduled at the Schmidt property at some point. Clearance was received via email, but no formal report yet, from Jeff at InteriorWest on cultural assessment.

7) LPWWA Administration

- a) Comments to La Plata County regarding adoption of 1041 powers: Roy received no responses from Board, other than interest and questions by Barb, regarding the draft by the county. He attended a meeting with entities that asked for extension of time to review. Special District's meeting on Monday addressed the draft. Most counties in Colorado did not vote for the items relative to water systems since there are other agencies that oversee water systems.
- b) Well permit applications letter: Roy created a draft for the board's review. Barbara Hubbs contacted Roy about permits on her parcels for sale relative to distance to the closest waterline pipe.
- c) Google Drive: Ken asked if anyone still not on Drive. He wants board to edit documents on Drive in the Minutes folder. Use **"suggesting"** mode, ie "tracking" in Word.
- d) Future Phases: Ken stated committee is working on two basic expansion areas with specific pieces, and starting on the "waterhood" committees. North of 140/141, south of Phase 1, best possibilities. Original phase map still on website. Last meeting was attended by several community members that are excited about the future possibilities. Ken showed the draft site plan of the water dock. Paul to add the hydrant to the drawing and service waterline. Roy will send this to Courtney at La Plata County for review.

Frank stated trailer can be moved anytime. We will need a foundation permit from La Plata County before setting the trailer.

- 8) Executive Session for discussion of internal administration items entered at 8:00 pm. **Motion** by Deb; second by Paul; All approved. Executive session closed at 08:40 pm
- 9) Resolution 2019-4: Delegation of President's duties to make day-to-day urgent decisions, and to be able to delegate to other officers, board members, or agents, or Consultants of the Authority as needed. Motion to adopt resolution made by Deb; second by Frank; all approved.
- 10) Finance: Mardi reported reconciliations and balances on accounts, and the financial documents including accounts receivable and accounts payable, contracts with ASAP Accounting, and Tom Becksted, Auditor, Pay App #11, all covered in consent agenda. Total to date for construction project, Phase 1, is \$2,373,940, so we are more than halfway through. Contingency is \$196,096, after everything else is spent. Mardi has proposal (revised) at \$549/month for ASAP and will meet on Friday this week. She discussed logistics with the QBO (QuickBooks Online). Set up fee is \$1300 one time. Electronic checks can be set up for regular vendors. LPWWA has some responsibilities on a list for our review. Comments to Mardi. Roy asked for feedback on Renee's invoices. Awaiting the monthly report from Renee's accomplishments.
- 11) Adjourned at 9:04.

Next LPWWA Board meetings – September 11, 2019, and October 9, 2019

Respectfully submitted by:



Barb McCall  
LPWWA Board Secretary