

LA PLATA WEST WATER AUTHORITY

BOARD OF DIRECTORS

Meeting Minutes for March 14, 2018

- 1) Call to Order- Meeting called to order at 6:50pm. Board members in attendance were: Paul Gray, Roy Horvath, Mardi Gebhardt, Kevin Mallow, Deb Flick, Bernadette Cuthair, Barb McCall (Phone), Ken Spence (Phone) and Frank Smith. Others in attendance were: Shirley Isgar and Don Lathrop. Jeff Shamburg with Bartlett & West arrived at 7:05pm. Paul Dutcher arrived to get an update on the project.
- 2) Approve Agenda-Kevin made a motion to approve the agenda as presented, Bernadette seconded the motion which was approved. Kevin amended his motion to move comments and communications up to follow approve agenda. Bernadette seconded the motion which was approved by a vote of 9 in favor and 0 opposed.
- 3) Comments and communications- Mardi went through the mail we received. Letter from Frank Anisi, Michael and Connie Slade will purchase a tap. Michael Wagner, wanted to know what phase they are in. Jason Hartman, under contract to purchase property across from Three Sisters property. Shirley Isgar called about a commercial tap. Zion on CR 120 asked where we are on the project. Shirley is willing to look into what it will take to cross the river. Might want to consider a 6" or 8' line to 120 across the south end of Isgars' land, she is willing to donate easement in this area to get line across the La Plata River. Don Lathrop would be willing to give easement for fill station at intersection of CR120 and Hwy 140. Suggested the fill station stay until they can get water through a pipeline to their area. Kevin requested that Shirley put together a letter summarizing her points and her proposal. There is some confusion about the Phase 1 boundary that is shown on the website. Ken suggested carrying the conversation about this into another meeting. Paul Dutcher stated he is just trying to sort through the current information available. Paul asked how many subscribers we currently have. Answer is 144 subscribers.

Don wanted to verify-what phase he was in and make it known that we are able to use the corner of his land for a fill station.

Paul asked if the contracts on the website are the most current. He suggests getting the website up to date so the people have accurate information to work with.

Frank had a conversation with Frank Anisi attorney for Linda Brittain about the access road to the river. Frank answered the questions Mr. Anisi had.

- 4) Consent Agenda
 - a) Minutes from February 14, 2018
 - b) Invoices –

Company	Invoice #	Amount	Company	Invoice #	Amount
CWLL	2431	\$735	CWLL	2466	\$735
WIP		\$200			

Deb made a motion to accept the consent agenda, Kevin seconded the motion which was approved by a vote of 9 in favor and 0 opposed.

- 5) LPWWA Administration
 - a) Finance – Mardi Gebhardt- Colorado Water and Land Law will go under the grant fund. Operating checking account \$22,537.58. VIASAT internet activation for phase 0 SCADA- \$299.99. Needed quickly to run test for SCADA system. Kevin asked if this cost was for construction or operation and maintenance. Jeff suggested that it could be handled similar to the LPEA as a construction cost. Jeff will check on if this was part of the Timberline contract. This is on hold until we clarify. Mardi recorded 12 easements with the county in the amount of \$206. Phase 0 B&W invoice Construction Observation \$3,423.20. Canyon Construction contract 1 pay app 15 \$31,350.00 this pay app includes payment for Bid package 1

item #5 retaining wall, & item #14 HVAC. Kevin made a motion that we make payment on those two items, Bernadette seconded the motion, which was approved by a vote of 9 in favor and 0 opposed. Mardi reported that we are in the middle of audit week. Mardi has met with Gene Bradley and Todd Beckstead. They are reviewing guidelines on single audit. Outline for control and compliance. Duane stated the point of federal funds being expended would be the starting point of the need for the single audit. \$750,000 spent is the trigger point. Need to have internal controls in place prior to finalizing the bank loan. Mardi reviewed account balances.

- b) *Indian Shadow Commitments – Roy Horvath- This agenda item was moved to the end of the meeting. Kevin moved that we go into executive session at 9:38pm Mardi seconded the motion, we entered executive session. Kevin moved to get out of executive session, Mardi seconded
 - c) ALP Water Request – Roy Horvath- Roy working on the draft agreement. According to State two words are hanging things up ‘the deed’ not customary for water rights to be transferred in a deed. More commonly referred to as an assignment. Roy asked Duane to talk to Rob Grimaldi Division 7 Engineer.
- 6) Phase 0 Design/Engineering – Kevin Mallow-reported that they did not have a construction meeting this month. Working on instrumentation in the building right now. Jeff received a copy of a draft schedule today. Kevin asked for commissioning document cost from Jeff. Kevin asked for an estimate to complete the as-built drawings in AutoCAD. Jeff reported that they met with Canyon today to discuss schedule. Key points; final electrical inspections, ordered the inspection. Timberline out the week of March 26th to work through startup, shutdown, sequencing. 7 day test must run for seven days without interruption. If failure, must start over. Load test of electrical – 8 hours. Training days are not shown in the schedule right now. Commissioning plan-not part of scope of work with B&W. will take a week or so to complete at an approximate cost of ~ \$4-5k. Will define how to properly run the system in different scenarios. Auto versus hand operation being one example. Kevin asked about Canyon’s obligation for as-builts. Jeff stated that what is required are hand marked up construction drawings. Commissioning plan is from Canyon which lays out how they will bring the equipment online and test it. Plan of operations documents all information of actual working conditions. Kevin asked Jeff’s opinion of if this document is worthwhile- based on our circumstances, Jeff stated it is because we don’t have an operator hired yet. Kevin made a motion that we have B&W develop the commissioning document for the amount quoted, Deb seconded the motion, which was approved by a vote of 9 in favor and 0 opposed.

Issued notice of award for screens-day after last meeting. Awaiting bond documents. Kevin is going to meet with video surveillance guy tomorrow to review capabilities. Kevin reported that they met with LPEA about potential costs for system \$400-500 per month without running pumps, more like \$4-5k per month when running pumps. May not be able to run our system to where we can get our dividend back before it expires so we may need to visit with them to see if there are other ways we can set it up. Jeff stated that the 14-16 weeks lead time on screens after submittal approval.

- 7) Phase 1 Design/Engineering – Mardi Gebhardt-
- a) WUA and Easement process – Kevin- reported that Amy reviewed the WUA and provided memo with her opinion on the easement issue. Up for discussion was how we work with property owners going forward. Especially with regard to avoiding trees, other items but have them help pay for avoiding the trees. Kevin will ask Amy about the adjacent to or nearest to the public roadway right of way. Better understanding of what the easement is going forward. Possibly get rid of blanket easement verbiage to clearly define the corridor and then make it clear the 30’ is final easement for pipeline as installed. Looking for the most cost efficient route to and if necessary through your property.
- Tribal triangle in process. One report finalized is the environmental. Re-route on the Williford side of things no- one home.
- Roy spoke with the county clerk about access to the iDocs system for county records. There can be three LPWWA board, and two B&W people included. Roy will get names and email addresses to County Clerk.

- b) Discuss when to start delivery of water – Ken Spence-sooner we have the system on line the quicker we will need to have the system in place for billing, etc. Jeff stated that most of their clients turn water on as soon as they can.
 - c) Rate Committees – Ken Spence
 - d) Extra costs for road crossings and ditches- they would let us work within the definition CDOT 6” or greater would need casing. Only required if going under pavement.
- 8) Phase 2 – Design/Engineering - Ken Spence
- 9) Adjourn- motion to adjourn made by Kevin at 10:05pm. Adjourned.

Next LPWWA Board meetings – April 11, 2018 & May 9, 2018

Minutes as reported by Frank Smith, LPWWA Substitute Secretary



Approved on April 11, 2018

This Agenda may be amended prior to the meeting as allowed by law. The most current agenda will be posted on the Board's website at <http://lpwwa.org/agendas.php>. Prior to voting to go into Executive Session, the Board will declare the topic(s) of the Executive Session pursuant to § 24-6-402, C.R.S. It is anticipated that any marked () agenda items may be discussed in Executive Session and acted on by the Board at this meeting. Any action taken by the Board will occur in regular session, open to the public. The Board may address the agenda in any order to accommodate the needs of the Board and the audience.*