

Meeting Minutes - BOARD OF DIRECTORS OF 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 Wednesday, June 12, 2019, at 6:30 p.m. at the Hesperus Fire Station located at 22868 Highway 140, Hesperus, CO 81326. In attendance: Roy Horvath, Ken Spence, Kevin Mallow, Barb McCall, Frank Smith, Paul Gray, Mardi Gebhardt, Renee Lewis (RGL Consulting), Nathan Darner(B&W), Chris Anderson (guest), Deb Flick, John Ruckman B & W(tele).

The minutes are as follows:

- 1) Call to Order at 6:37pm
- 2) Approve Agenda: Move minutes out of consent agenda for review during meeting. Motion to approve by Roy, second by Paul. Approved.
 - a) Consent Agenda Minutes from April 10, 2019, April 23, 2019, May 8, 2019 & May 23, 2019
 - b) Invoices – Motion made by Mardi to approve, second by Deb. Approved.

| Company | Invoice # | Amount | Company | Invoice # | Amount |
|-------------|-----------|-------------|--------------|-----------|--------------|
| B&W | 730070820 | \$27,940.99 | Goff | 8452 | \$1,032.29 |
| UNCC | 219050618 | \$0 | LPEA Booster | | \$576 |
| B&W | 730070821 | \$2,680.00 | B&W | 730070822 | \$2,276.17 |
| LPEA Intake | | \$923 | Williams | PA#4 | \$251,106.62 |
| CW&LL | 3058 | \$455 | | | |

- 3) Comments and communications - Chris Anderson who is located in Spirit Wind subdivision and has questions on when the water would be arriving. Ken stated the goal is still to cover that area. Mardi covered mail received. LDWA customer inquired with Mardi about receiving water on Miramonte Drive. Realtor working on a location in Red Mesa, but it may not go through. Comments from various folks observing pipeline and equipment along roadway inquiring about taps. Carl and Theresa on CR 123 are offering help for future phase committee. Inquiry on property on CR 130, a location way north on Hwy 140, and received a check from Herman for \$10,000 for a tap. HD Ranch and George Morley III upgraded to primary subscriptions. Ann Burroughs letter was sent to Board by Roy.
- 4) Approval of minutes: April 10, 2019, April 23, 2019, May 8, 2019 & May 23, 2019. Motion to approve all four sets made by Deb, second by Paul. Approved.
- 5) LPWWA Administration
 - a) Finance – Mardi Gebhardt – USDA pay application for Williams ready for approval. Open invoice for Canyon Construction will be reimbursed to us from USDA after submittal. Audit second portion invoice is coming up. Mardi covered balances of accounts along with other financial documents. Vera Hanson wants refund of tap commitment. Approved CO 1 & FO 2 by Google Vote – Results will be attached to meeting minutes. John clarified to Mardi about the change order invoice since USDA has not approved it yet.
 - b) Drinking Water Eligibility Survey – Roy provided status update
 - c) Google Changes- All board members have new account except Tribal representatives. They will keep their current address. Password to LPWWA Google Account will be changing and only officers will have access. Roy stated Renee will need access. Ken will move Board Drive from My Cloud to Google Drive next week starting with the Working Folder. Use Committee Folders on Google Docs for working on documents. Emails will come stating the “Board Drive will be shared with you”. Training may be scheduled for use with Drive and Google Docs.
- 6) Phase 1 Design/Engineering
 - a) Proposal for gate at tank road entrance from CR 141 – Roy stated he received a quote for \$6500 for two 12’ gates; seems high. Need more bids; Roy to obtain.
 - b) Submittal for caulking change – Roy stated the caulking color needed to match the color of the tank. John stated they need a response via email so the submittal can be finalized. Roy will respond.

- c) Meter pit location acknowledgements, payment concerns: Approximately three entities have stated they will not pay the monthly base rate while on reserve. Roy talking with Amy regarding this about tracking these for payment when they do want to upgrade to receive water. They can pay for hot tap fees for installation after the line is running, plus upgrade charge, and past due monthly payments. John stated the contractor will charge us for the vault set, even though there would be no meter inside, at the time the pipe is laid. Renee will get the policy streamlined by permission and presentation to the board.
 - d) Route change & update on additional Phase 1 subscriptions – Roy stated the easement form to the Hermans, owner of the parcel just west of school. Hermans need to be included on 130 East and 130A west, and their parcel will need to be added to cultural and environmental survey lists. Mardi made motion to have Roy arrange for the surveys with Interior West to happen within the next month or so, for reroute on CR 128 and the Herman property, second by Deb. Approved.
 - e) Tom McCarl and incentives to sign on – Roy stated discussions are vague on getting more participation in additional subscriptions. Needs to be presented as a subset of the project to be completed at the end of Phase 1. May need to run back by USDA. Line extension payment needs to be considered. Frank recalls our Rules and Regulations. John thinks USDA will allow expansion up to a point, but may have some pushback from the contractor, for hold-ups, add-ons, etc. as long as the time issue is not great. Ken pulled up Rules and Regs to scan for line extension policy. Official action needs to be taken by Board regarding line extensions. There was general agreement that crossing a road to put in a meter was not a line extension if coming from an existing pipe. Renee stated it would take about one hour of her time to clarify this issue in the Rules and Regulations. Nathan filling in for Tom for one more week. Bore completion on Bryce Lee parcel. Crew on Lateral 4 currently. Mainline crew is past Cugnini parcel. Discussed some easement relocations based on owner requests.
- 7) Phase 0 Design/Engineering
- a) Audit status and options for progress – Deb and Mardi updated status of RFP. Only received three responses. May need to rewrite the list of duties to get an appropriate number of bids to eliminate gray areas. Kevin suggested splitting up documents for various duties. Current auditor, Tom, offered to look at the RFP. Deb and Mardi to try rewrite.
 - b) Update on seeding inspection, leak repair, culvert installation - Kevin met with Canyon Construction regarding seed mix, seeing some sparse plants on pipeline planting. Usually seed with 70% of existing plants. Nothing is there...may need to be reseeded. Canyon to come up with a plan. Fall would be best. Leak thought to be in curve at the joints Roy to follow-up on plan with Canyon Construction. The culvert installation plan was designed by Goff Engineering. BOR approved the plan, so ready to go.
- 8) Future Phases – Design/Engineering - Ken Spence stated 138 returns on survey. June 14th is deadline to respond, so Ken will prepare results after Friday. Roy and Barb met with Dave Clerici of Clerici Construction Co., the owner of the building we are interested in located in Durango. We met onsite and discussed financial implications with grant funding, and other options. Dave is going to get us a quote for just the building and moving it to the site. Dave also asked if we are a 501.3.C for donations. We need to explore that option. Roy stated that the parcel, Schmidt property, is getting all the paperwork resolved. Both Roy and Barb stated we still need to file for driveway and septic permits soon.
- Roy stated we need to have Renee start on a rate structure, the OM & R plan, Lake Durango Agreement, as well as other items.
- 9) Adjourned at 9:01pm. Ken motioned to adjourn. Frank seconded. Approved. Chris Anderson left meeting at 7:32. Next LPWWA Board meetings – **July 10, 2019** and August 14, 2019

Respectfully submitted by:

Barb McCall
LPWWA Board Secretary

