

MWSD Board Meeting Minutes

June 7, 2016

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:01 pm.
 - b. Directors Beley, Carter, Kisner, and Paris were in attendance. Director Pfohl was excused absent. Attorney Lindholm and Office Manager Launa Rae Warinner were also in attendance.
- 2) Approval of meeting minutes.
 - a. Director Kisner moved to approve the May 17, 2016 meeting minutes, Director Paris seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Paris presented payables of \$12,869.75 for June 1st through June 15th. Director Beley moved for approval of the payables. Director Carter seconded and the payables were approved.
- 4) Operations report.
 - a. WWTP discharge report (SSO) to CDPHE is attached for the Directors information.
 - b. April DMR report is attached for the Directors information.
 - c. Bi-annual Compliance Review RADs report is attached for the Directors information.
 - d. The RADS Geiger Counter was sent to Ludlum for the required yearly calibration.
 - e. WWTP warranty repairs continue with solenoid valves replaced last week and the dechlor line was replaced and a new injector was installed in a more assessable area on May 17, 2016.
 - f. Asphalt repair will be completed when we get warm dry weather conditions; Saylor & Sons are going to attempt to do the repair the week of 6/13/2016.
 - g. Don requests approval to hire a temporary utility worker for up to 240 hours of work during July and August at an hourly rate of \$10.50. The work that this person will do includes well house painting, landscaping, general cleanup and assistance with PRV vault repairs. This position will report to and be supervised by Don. Director Beley moved to authorize this temporary position. Director Kisner seconded and the motion passed.
 - h. IREA will be doing maintenance work on Wednesday June 8th that will cause the power to be off. John is normally off on Wednesday but has been asked to work Wednesday and take Thursday off so that he can assist with system startup when the power comes back on. Launa Rae will work from home since there will not be power at the office, as reported to the board.
- 5) Attorney's report.
 - a. Dave reported on the status of the Jefferson County land transfer request.
 - b. A Draft of a possible Resolution to amend the Rules and Regulations language in Sec. 12.5 and 12.6(f) regarding ownership of meters was given to the board members for consideration.
- 6) Capital projects report.
 - a. Don is getting a quote from C&E Power for the WTP backup generator project.
 - b. Don is getting a quote the week of 6/13/2016 from John Leary for the PRV repair at Pike View Drive and Kings Valley Drive.
 - c. John has received a bid for engineering services from Vista Engineering and is getting a construction bid from Saylor & Sons this week for the augmentation reservoir repair project. The Board would like to have research done on whether an engineer is needed for this project and would prefer to have 3 bids from contractors to consider before repairs are done.
 - d. Launa Rae is scheduling meetings with the companies that have provided bids for the smart water meters project. These meetings will be held on July 5, 2016 from 5:30

to 7:00 PM. It was suggested that all 3 employees attend the presentations. The notice for these special meetings will be posted as required.

- e. Launa Rae and Dave Lindholm presented a draft notice on the Boards intent to consider selecting a smart water meter contractor at the July 19, 2016 meeting. This notice will be published in the High Timber Times on June 15, 2016 and June 22, 2016.
 - f. Launa Rae is getting a quote from Dean Contracting, Inc. to move the personnel gate and add a sludge removal truck gate in the front fence at the WWTP. The board would like to have 3 bids on this project and have requested a detailed drawing of the dimensions of the size of the slider gate and the fencing with the changes.
 - g. The I&I study project was discussed at the May 23rd Operations Meeting. The scope of work will be to clean, inspect (camera) and repair a section of the District every year for the next 3 to 5 years. Don and John will get a budgetary bid from VSR Corporation for cleaning and inspecting (camera) the whole collection system so the Board can start planning this long term project. The best time to do the study is at the tail end of spring run off so it may be too late to do any work this year. The Board requests a bid from 3 companies to consider for this project.
- 7) District report and Board actions. Note: All of these options have been tabled till the next meeting.
- a. Options for managing the District were discussed with input from the Attorney and District staff. The consideration of a motion to prioritize the options with a general manager as #1, a superintendent as #2 and third party operations as #3.
 - b. The Directors discussed the general manager proposal received from KAP Management, LLC.
 - c. Discussion regarding having Dave Lindholm draft a general manager services contract with KAP Management, LLC led to questions about whether this should be an employee position or outside consultant. The board would like to take time to research both options and get input from KAP Management, LLC.
- 8) Other business.
- a. Sean Paris has requested and received a one week extension to submit the brief for the appeal of Ms. Miers unemployment compensation case. The brief must be filed by June 13th.
 - b. Director Beley will be out of town on June 21st and will miss the Board meeting.
 - c. A thank you note received by Launa Rae is attached for the Directors information.
 - d. Launa Rae submitted a request for safety equipment reimbursement from SDA Property and Liability and the district received \$2,575.79.
 - e. Launa Rae would like to take vacation time on 6/23/16 and 6/24/16. Vacation time was approved by the board.
- 9) Adjournment.
- a. The meeting was adjourned at 10:36 pm. Director Paris moved and Director Beley seconded and the motion passed.

Andy Carter
Secretary