

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, SEPTEMBER 7, 2017**

BOARD MEMBERS PRESENT: Dale Peck, Chairman; Stan Sparks: Vice-Chair; Melvin Diffendaffer, Secretary; Doralyn Genova, Treasurer; Dan McElley, Director

STAFF MEMBERS PRESENT: Dale Tooker; David Reinertsen; Angie Beebe; Brian Sheley; Melissa Lemke

REGULAR MEETING

Chairman Peck called the September 7, 2017 Regular Meeting to order at 5:00 p.m. Chairman Peck noted that Director Sparks called into the meeting.

MINUTES OF THE AUGUST 3, 2017 REGULAR MEETING

Director Genova moved to approve the August 3, 2017 Regular Meeting Minutes. Director Diffendaffer seconded and the motion passed unanimously.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Genova moved to accept the Financial Report and Approve Accounts Payable Regular Checks of \$178,626.21, plus Supplemental Checks of \$5,369.80 plus Benefits Checks of \$18,329.01, plus HRA Disbursements of \$9,992.72 for a total of \$212,317.74. Manager Tooker discussed the Cash Balance History included in the Financial Notes and pointed out the increase in Reserves after the implementation of Water Rates designed to collect a portion of the District's depreciation expense. Additionally in this same time period the MF/UF Project was completed and other distribution infrastructure projects were completed. The District's Reserves look favorable. Director Sparks seconded and the motion passed unanimously.

MANAGER'S REPORT

Manager Tooker reported there was a 26% increase in Taps Purchased compared to 2016 and as a result of the warmer weather, water sales also increased compared to the previous year.

EXPRESS AGENDA

Director Genova moved to approve the Express Agenda item as presented. Director Diffendaffer seconded the motion which passed unanimously. The Express Agenda item is as follows:

Discrimination/Harassment/Diversity Staff Training – The District's employment attorney, Michael Santo, will be providing training to Staff on September 21 and 26. The training will focus on Section 2 of the District's Personnel Policy emphasizing discrimination, harassment and diversity in the workplace. The District's training is an effort to provide an educational platform

to minimize conflict and strengthen respect and cultural awareness benefiting the employee and the District.

UNFINISHED BUSINESS

Project 2017-01 Manifold Project – Manager Tooker presented a Staff Report Advertising for Final Payment has been completed for Project 2017-01. (09-07-17 File, 2017 Staff Reports). Staff is requesting Board approval for Final Payment of Contract Retainage in the amount of \$53,670.55, and Final Volume Summary Payment of \$13,101.26 for a total of \$66,771.81. Director Genova made a motion to accept the check for \$66,771.81 for payment to PCL Construction Inc., for final payment. Director McElley seconded and the motion passed unanimously.

FY 2018 Budget – Manager Tooker presented the draft 2018 Proposed Budget. This is preliminary budget information and no action is requested.

NEW BUSINESS

2018 Health Insurance – Manager Tooker presented a Memorandum to the Board concerning the District’s 2018 Employee Health Insurance (09-07-17 File, 2017 Memos). The Memorandum outlines the uncertainty of health insurance and the District’s unknown health insurance situation for 2018 and because of the December 1, 2017 renewal date, the Board will have a condensed time frame to evaluate premiums for 2018. Staff will be meeting with the Rocky Mountain Health Plan HMO representative in mid-October and will have the 2018 premiums presented to the Board at the November Board Meeting.


ADJOURNMENT

The Regular Meeting was adjourned at 6:00 p.m. by the Chairman.

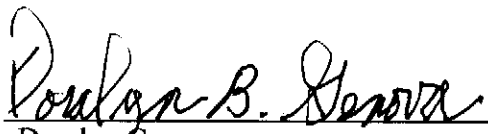
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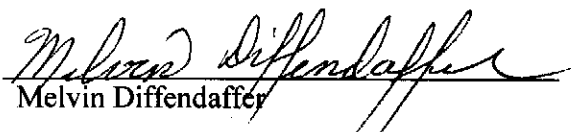
Dale Peck



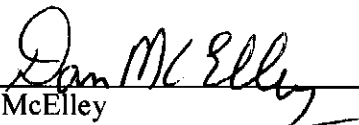
Stan Sparks



Doralyn Genova



Melvin Diffendaffer



Dan McElley