

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, JANUARY 8, 2009**

BOARD MEMBERS PRESENT: John Ballagh, Chairman; Doralyn Genova, Vice-Chairman;
Robert Burger, Secretary; Alan Hassler, Director

STAFF MEMBERS PRESENT: Dale Tooker; David Reinertsen; Kelly Balch; David Foster

REGULAR MEETING

Chairman Ballagh called the regular Board meeting to order at 5:04 p.m. Director Woods was excused from the meeting.

MINUTES OF THE DECEMBER 3, 2008 AND DECEMBER 17, 2008 MEETING

Director Genova moved to approve the December 3, 2008 Regular Meeting Minutes as presented. Director Burger seconded and the motion passed.

Director Genova moved to approve the December 17, 2008 Special Meeting Minutes as presented. Director Hassler seconded and the motion passed.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Genova moved to approve the Financial Report and Accounts Payable in the amount of \$84,313.31 plus \$24,494.74 for GVICO shares plus \$1,692.34 the HRA Disbursement plus \$73,741.33 the supplemental statement for a total of \$ 184,241.72. Director Burger seconded the motion. The Board questioned staff about year to date budget versus year to date actuals as presented on the Profit and Loss Statement. Staff Accountant Foster provided an explanation tying the budget to actuals shown on the Profit and Loss Statement to the other components of the financial report. After acceptance of the explanation, the Board passed Director Genova's motion unanimously.

David Foster exited the meeting at 5:25 p.m.

MANAGER'S REPORTS

The Board reviewed the Manager's Report (*File 1/08/09*)

STAFF REPORTS

Drexel Barrell Whitewater Evaluation – Manager Tooker stated that the District continues to receive inquiries regarding new water service in the Whitewater area. Assistant Manager Reinertsen presented a Staff Report (2009 Staff Reports, File 1/08/09) summarizing updated information from Drexel Barrell regarding capacity and pressure issues in the Whitewater area and the District's projected Capital Improvement projects that will address these issues. The Board directed staff to add the District logo and the name of the preparer to the Staff Report, and to utilize this as an official document available for reference and to be used to identify the District's rationale for future water service requests.

EXPRESS AGENDA

The Board reviewed the Express Agenda and accepted the following items as presented:

1. 2009 Budget – Adopted documents have been provided to the State as required by Statute.
2. Personnel Policy Section 12 Sick Leave/Disability Leave – The revisions to Personnel Policy Section 12 have been completed. At the last moment, Staff and Home Loan had to work through a complication with Assurant Insurance, the company that was to provide the short and long-term disability plan. Assurant decided to not provide the coverage even though they had gone through the process and provided a quote. Home Loan worked to replace Assurant with The Hartford with no loss in coverage values or implementation issues.
3. Colorado Water Congress Annual Convention – The Annual Convention will be held January 28 – 30, 2009 at the Hyatt Regency, Denver Tech Center. Scheduled workshops include the Colorado River Compact Workshop; Financial, Decision and Risk Analysis for Ditch Companies; and the Water Quality Workshop. Registration deadline is January 23, 2009.
4. Project 2008-01 North Raw Water Settling Pond Design – The project kick-off meeting planned for December has been rescheduled for the 2nd week of January 2009.
5. Project 2008-02 MF/UF Pilot Testing Program – Two pilot units arrived onsite by Wednesday, December 31, 2008. The third and last pilot unit is due onsite Monday, January 12, 2009. District staff is scheduled to make the electrical and plumbing connections to the pilot units onsite on Wednesday, January 7, 2009 with preliminary skid start-up and training slated for Monday, January 12, 2009.
6. Middle Storage Tank Repairs – DeBirk Painting completed interior tank painting repairs on December 10, 2008. Due to the cold ambient temperatures, staff has placed halogen light fixtures to help 'cure' the new coating materials. Staff plans to fill and flush the tank the first week of January 2009 and then begin pipeline investigation for the leak.

UNFINISHED BUSINESS

Grand Valley Irrigation Company Annual Meeting and Auction; Purchase of GVICo Shares – Manager Tooker reported that the District purchased 17 GVICo shares at the GVICo auction and an additional 16 shares from a private party in December. Manager Tooker had contacted each Board Member by telephone to seek approval to purchase the additional 16 shares since the purchase would exceed the 2008 Budget amount. The results of the telephone poll approved the purchase with ratification to follow.

Director Hassler moved to ratify the December purchase of 17 GVICo shares in the amount of \$9,265.00 from 2008 budgeted funds. Director Genova seconded and the motion passed.

Director Hassler moved to ratify the purchase of 16 additional shares at \$550.00 each for a total of \$8,800.00, and that \$8,065.00 be transferred from the 2008 Contingency to the 2008 GVICo Share Purchase. Director Genova seconded and the motion passed.

Energy and Mineral Impact Assistance Grant Contract EIAF #6384 – Manager Tooker presented the contract with the State of Colorado Department of Local Affairs for \$200,000 in funding to be used for the MF/UF Pilot Testing Project. Director Genova moved to authorize Chairman Ballagh to sign the Energy and Mineral Impact Assistance Grant Contract EIAF #6384. Director Burger seconded and the motion passed.

NEW BUSINESS

Resolution Designating Time, Location and Posting of Meetings – A Resolution (*File 1/8/09 and Resolutions*) was presented and reviewed. Director Genova moved to approve the *Resolution Designating Meeting Time, Place and 24-Hour Posting Location*. Director Hassler seconded and the motion passed. Resolution text is inserted as follows:

RESOLUTION DESIGNATING MEETING TIME, PLACE AND 24-HOUR POSTING LOCATION

WHEREAS, the Clifton Water District designates that all Regular Board of Directors Meetings will be held the first Thursday of each month at 5:00 p.m. located at the Clifton Water District Office, 510 34 Road, Clifton Colorado; and

WHEREAS, the Clifton Water District designates that the posting places for all Board of Directors meetings are the Clifton Water District Office and the following three additional locations; Clifton Sanitation District Office, Clifton Fire Department, and the Mesa County Clerk and Records Office Clifton Branch; and

WHEREAS, the Clifton Water District designates that the 24-hour Agenda Notice will be posted at the Clifton Water District Office; and

BE IT FURTHER RESOLVED, that this Resolution be adopted this ^{8th} day of January 2009.

Resolution Adopting Availability of Service Charge for 2009 - A Resolution and Staff Report (*File 1/8/98, Staff Reports, Resolutions and Availability of Service Charge*) were presented for Board review. Director Burger moved to approve the *Resolution for the Availability of Service Charge* that establishes the In-District Availability of Service Charge for the 2009 Fiscal Year to 50% of the In-District average water bill in 2008, which equals \$10.12 per month per customer and the Out-of-District Availability of Service Charge for the 2009 Fiscal Year to 47.4% of the Out-of-District average

water bill in 2008, which equals \$15.18 per month per customer. Director Genova seconded and the motion passed. Resolution Text is inserted as follows:

RESOLUTION FOR THE AVAILABILITY OF SERVICE CHARGE FOR 2009

WHEREAS, the District has reviewed the Availability of Service Charge Policy and;

WHEREAS, the Availability of Service Charges are considered to be an equitable revenue contribution toward the repayment toward debt incurred by the Clifton Water District and;

WHEREAS, the Availability of Service Charge Policy is for those customers who benefit from the immediate availability of water service even though they are currently not receiving water and;

WHEREAS, all revenue generated by the Availability of Service Charge shall be used to repay the principal and interest on bonds and other outstanding indebtedness and;

WHEREAS, in the 2009 Fiscal Year the District has indebtedness for Water Revenue Bonds and;

WHEREAS, the said percentage of the Availability of Service Charge shall be determined by the Board.

WHEREAS, in 2008 the average water usage charge for a Clifton Water District In-District customer was \$20.24/month per customer.

WHEREAS, in 2008 the average water usage charge for a Clifton Water District Out-of-District customer was \$32.02/month per customer.

NOW THEREFORE BE IT RESOLVED, that the Clifton Water District Board of Directors establish the In-District Availability of Service Charge for the 2009 Fiscal Year to 50% of the In-District average water bill in 2008, which equals \$10.12 per month per customer and the Out-of-District Availability of Service Charge for the 2009 Fiscal Year to 47.4% of the Out-of-District average water bill in 2008, which equals \$15.18 per month per customer.

2009 Workers Compensation Renewal – Manager Tooker presented a Staff Report (*File 1/8/98, Staff Reports*) summarizing the two quotes obtained for 2009 Workers Compensation Insurance, and the recommendation to continue coverage with the Colorado Special Districts Property and Liability Pool. Director Genova moved to accept the Workers Compensation proposal from the Colorado Special Districts Property and Liability Pool in the amount of \$18,806 for 2009. Director Burger seconded and the motion passed. The check for the 2009 premium was presented to the Board for signature.

Employee Request for Temporary Disability Leave – Manager Tooker presented a written request from employee Genny Muncaster for Temporary Disability Leave in accordance with District Personnel Policy 12 Sick Leave/Disability Leave, paragraph 12.5 Disability Leave. Director Burger moved to approve the request from Genny Muncaster for Temporary Disability Leave as presented. Director Genova seconded and the motion passed.

Audit Engagement Letter – Manager Tooker presented the Audit Engagement Letter (*File 1/8/09 and 2008 Audit*) from Mary Brenes, CPA, for services to prepare the District’s 2008 Audit. Director Hassler moved to accept the Audit Engagement Letter with Mary Brenes, CPA and authorize Chairman Ballagh to sign the Letter. Director Genova seconded and the motion passed.

ADJOURNMENT

By mutual consent the regular meeting adjourned at 6:20 p.m.

ATTEST:

John L. Ballagh

Doralyn Genova

Excused Absence

Brian Woods

Alan Hassler

Robert Burger