

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, MAY 6, 2010**

BOARD MEMBERS PRESENT: John Ballagh, Chairman; Doralyn Genova, Vice-Chairman; Robert Burger, Secretary; Brian Woods, Treasurer; Alan Hassler, Director; Dale Peck, incoming Board member

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

REGULAR MEETING

Chairman Ballagh called the regular Board meeting to order at 5:00 p.m.

MINUTES

Director Genova moved to approve the April 1, 2010 Board Meeting Minutes with one correction submitted. Director Burger seconded and the motion passed unanimously.

CONCLUSION OF BOARD MEMBER TERMS

The terms of office for Board members John Ballagh and Brian Woods concluded and both left the meeting at 5:10 p.m.

OATHS OF OFFICE FOR BOARD MEMBERS

Oaths of Office were administered to re-elected Board members Doralyn B. Genova and Alan N. Hassler and to incoming Board member Dale E. Peck. Oaths of Office were signed and notarized.

BOARD REORGANIZATION

By consensus the Board elected the following Board positions:

Chairman:	Robert Burger
Vice Chairman:	Alan Hassler
Secretary:	Doralyn Genova
Treasurer:	Dale Peck

The position of Director-at-Large will remain vacant at this time.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Genova moved to accept the Financial Report and approve Accounts Payable Regular checks of \$64,989.74 plus HRA Disbursements of \$2,816.46 plus Benefits Checks of \$24,935.62 plus Supplemental Checks of \$51,074.32 for a total of \$143,816.14. Director Hassler seconded the motion. Accountant Foster reported that multiple checks to certain vendors were due to there being two months of invoicing in this cycle, and the check to Qwest is being held pending further information regarding a rate increase. The motion passed unanimously.

MANAGER'S REPORTS

Manager Tooker presented the monthly Manager's Reports and Assistant Manager Reinertsen summarized the monthly project cost analysis reports. Credit card expenditures for the American Water Works Association conference were discussed.

STAFF REPORTS

One Million Gallon North Tank Status – Assistant Manager Reinertsen provided and summarized a Staff Report (5/6/10 File, 2010 Staff Reports) regarding testing and necessary repairs of the One Million Gallon North Tank. Staff will present a Recommendation to the Board at a future Board Meeting.

Bill Printing and Mailing Implementation – Manager Tooker reported the first billing group for May, 2010 is being uploaded and tested by InfoSend, Inc. prior to implementation of the mailing process.

District Metering and Billing Discrepancy Update – Manager Tooker provided the Board with a copy of the Commercial Account Investigation Report (5/6/10 File, Customer Account File for Tax Parcel ID #2943-101 03 001) regarding metering of the City Market building in Coronado Plaza. Corrective actions have been taken to accurately meter and bill this account and others in the Coronado Plaza. Staff continue to inspect all commercial accounts and new procedures are being initiated to continue thorough evaluation, monitoring and documentation of these accounts

EXPRESS AGENDA

Staff requested that Express Agenda Item #4, Project 2009-04 Colorado River Intake Structure, be moved to Unfinished Business. The Board reviewed and accepted Express Agenda items #1-3 and #5 as presented:

1. Four West Slope Roundtable Meeting – May 10 at the Grand Vista Hotel. Board members are encouraged to attend with Staff.
2. 2010 Flood Potential – There have been no changes in flood potential status since the April 1, 2010 Board Meeting.

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3. Springbrook Annual Conference – The annual Springbrook Users Conference will be held May 10 – 14, 2010 in Portland, Oregon. Manager Tooker and Kelly McLaughlin will attend this year’s conference.
 4. Project 2009-04 Colorado River Intake Structure – Moved to Unfinished Business
 5. Mesa State College Water Center – An overview of the purpose for a Water Center at Mesa State College, which was kicked off with a planning meeting on April 30, is included in the packet.

UNFINISHED BUSINESS

Inclusion Request – Bretsel Units, LLC (Tax Parcels 2943-103-00-148 and 2943-103-00-149 – Manager Tooker reported this item was continued from the April 1, 2010 Board Meeting due to insufficient proof petitioner signature authority. Inclusion of property within the District’s boundaries is a legal process that must be followed accurately. Assistant Manager Reinertsen provided the Board with an additional document from the petitioner regarding signator authority. The Board determined the additional and previous information was insufficient. Director Hassler moved to direct Manager Tooker to write to the Bretsel Units, LLC representative that the District will require a current, valid and notarized Statement of Authority in the same form used for real estate transactions prior to the Board proceeding with this Inclusion Request. Director Peck seconded and the motion passed unanimously.

3048 Wedgewood Drive – Injury Claim – Manager Tooker provided the Board with a confidential memo from the District’s legal counsel Betty Bechtel with follow up advice regarding the injury claim submitted by the property owner at 3048 Wedgewood Drive and reviewed by the Board at the April 1, 2010 meeting. Manager Tooker has advised the claimant of the Board’s decision to take no action.

Project 2009-04 Colorado River Intake Structure – Assistant Manager Reinertsen reported that he and Manager Tooker met today with Gould Construction and McLaughlin Engineering regarding floodplain and permitting issues, intake amounts, 30% design drawings and the District’s preference to proceed with a submersible pump design. The submersible pumps take 14-18 weeks to deliver. In order to complete the project in the timeframe required, the pumps need to be ordered as soon as possible. The purchase of pumps is included in 2010 budgeted expenditures. Director Genova moved to authorize Gould Construction to place the order for three submersible pumps, due to the critical timing of the order. Director Hassler seconded and the motion passed unanimously.

NEW BUSINESS

Committee Assignments – By consensus, the Board designated the Committee members as follows:

Policy and Standards Committee:	Robert Burger and Doralyn Genova
Construction Committee:	Alan Hassler and Dale Peck
Personnel Committee:	Robert Burger and Alan Hassler
Budget Committee:	Unfilled at this time

It was suggested that the Budget Committee positions be filled once a full Board is in place.

Vacant Board Member – Manager Tooker provided the Board with a confidential memo including advice from District legal counsel Chris McAnany regarding appointing a term limited previous Board member to a Board vacancy. Legal counsel suggests this would not fulfill the intent of Statutes. Staff does recommend Board consideration of the appointment of a Citizens Advisory Committee that could include term limited previous Board members in order to utilize their knowledge and experience in future District matters. One Board member vacancy does exist at this time and names of possible candidates will be solicited. No action was taken regarding a Citizens Advisory Committee.

Draft 2009 Audit – The Board was provided a copy of the draft 2009 Audit (5/6/10 File, 2009 Audit) and auditor Mary Brenes will attend the Board’s June, 2010 meeting for discussion.

David Foster left the meeting at 7:05 p.m.

ERO Resources Contract Regarding Cactus Plant Survey for Waterline Project – Assistant Manager Reinertsen reported that the District’s Highway 50 crossing near the Mesa County Landfill requires a consultant-prepared cactus study for the impacted Bureau of Land Management property. Director Genova moved to authorize Staff to sign the agreement with ERO Resources regarding the Cactus Plant Survey in the amount of \$1,500. Director Peck seconded and the motion passed unanimously.

Whiting/Hidden Valley Water Company – Staff requested an additional New Business item regarding an offer from Steve Whiting to grant the Hidden Valley Water Company consecutive system, located in the Whitewater area, to the District. Further information regarding the condition of the system will be obtained for discussion at a future Board Meeting.

ADJOURNMENT

Director Genova moved to adjourn the meeting. Director Peck seconded and the motion passed unanimously. The meeting was adjourned at 7:20 p.m.

ATTEST:

Robert Burger

Alan Hassler

Doralyn Genova

Dale Peck