

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, APRIL 4, 2013**

BOARD MEMBERS PRESENT: Alan Hassler, Chairman; Dale Peck, Vice-Chairman; Doralyn Genova, Treasurer; Robert Norman, Secretary; Robert Burger, Director

STAFF MEMBERS PRESENT: Dale Tooker; David Reinertsen; Kelly McLaughlin; Brian Sheley; Angie Beebe

REGULAR MEETING

Chairman Hassler called the April 4, 2013 Regular Meeting to order at 5:05 p.m. No changes were noted on the agenda.

MINUTES OF THE MARCH 7, 2013 REGULAR MEETING

Director Genova moved to approve the March 7, 2013 Regular Meeting Minutes (*2013 Minutes*) as submitted. Director Peck 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 \$202,589.08 plus Benefits Checks of \$17,379.29 plus Supplemental Checks of \$5,840.40 for a total of \$225,808.77 Director Norman seconded the motion. It was noted that Miscellaneous Revenue was up due to the receipt of an Insurance Settlement and from the sale of scrap metal. The Board reiterated the need for the collection of Convenience Fees to cover the costs of processing credit and debit card transactions. The motion passed unanimously.

MANAGER'S REPORTS

Manager Tooker presented the Manager's Reports from February, 2013 Overtime hours were higher than usual due to the continued freezing temperatures in early February. Assistant Manager Reinertsen reported that a Project Cost Summary is included for Project 2008-02 MF/UF Project. There were no other items of significant discussion.

INFORMATIONAL REPORTS

Joint Fluoride Statement - Manager Tooker presented the Board with an Informational Report (*4/4/13 File, 2013 Staff Reports*) regarding the District, Ute Water, and City of Grand Junction's staff development of a Joint Fluoride Statement to address citizen inquiries regarding the fluoridation

of drinking water. The Joint Statement references the scientific organizations that support community water fluoridation. In the meeting scheduled on April 15, 2013 among the Boards and staff of the three water utilities, this Joint Fluoride Statement may be a discussion topic. No action is needed by the Board at this time.

2012 Year End Health Reimbursement Arrangement (HRA) Status Report – Manager Tooker provided an Informational Report (4/4/13 File, 2013 Staff Reports) summarizing the under-utilization of the 2012 Health Reimbursement Arrangement (HRA). In 2012 the District spent \$103,215 less than budgeted (44%) in the HRA. In 2011 the HRA was under-utilized by \$99,510 or 42%. The Board has previously discussed utilizing the HRA savings for a District Wellness program.

Consumer Confidence Report Distribution – Administrative Coordinator McLaughlin reported that the 2012 Consumer Confidence Report (CCR) has been posted on the District’s website, and customers will be notified of its location there via a billing insert to be mailed to all customers in May, 2013, and a billing message during the month of June, 2013. This change is possible due to EPA regulation changes, and due to the recent upgrade of the District’s website. The cost savings associated with not mailing the CCR to all customers is \$4,000 less than mailing the document to all customers in 2011 and prior years.

- Angie Beebe left the meeting at 6:00 p.m.

EXPRESS AGENDA

Director Burger moved to approve the Express Agenda items as presented. Director Genova seconded and the motion passed unanimously. The approved Express Agenda items are as follows:

- 1) Springbrook Annual Conference – Customer Service/Billing Specialist Michelle Huff is attending the Springbrook Annual Conference being held in Portland, Oregon from April 2 – April 4, 2013. The focus of her training this year will be on attending the 13 session “Utility Billing Track”. This Conference is also a valuable opportunity to meet with Springbrook staff and other Springbrook users to share ideas and learn “tricks and tools” in the software.
- 2) Children’s Water Festival – The annual Children’s Water Festival for Grand Valley fifth graders is scheduled at Colorado Mesa University on May 20 and 21. Distribution Supervisor Mark Dalley is serving on the Water Festival Committee for this important community outreach event. District staff are scheduled to present three classroom sessions. If any Board member would like to participate, there are opportunities for assisting at the DRIP booth or feel free to just stop by CMU on either day and enjoy the fun learning.

UNFINISHED BUSINESS

Grand Valley Drought Conditions – Assistant Manager Reinertsen provided current snowpack and drought outlook information. The Board will meet jointly with the Boards of Ute Water and the City of Grand Junction on April 15, 2013 to discuss the coordinated response by all three entities to drought conditions and the possible implementation of the Stage II Drought Response Plan. Due to lowered river conditions the District moved to obtaining water through the canal several days earlier than anticipated.

Water Utility Meeting, Clifton, Grand Junction and Ute Water – This item was referenced in the previous agenda item.

Project 2008-02 MF/UF Project – Manager Tooker reported that Burns and McDonald continues with design efforts towards the 30% design threshold for this project. No Board action required at this time.

Project 2012-03 16” North Tank Waterline Construction Project – Assistant Manager Reinertsen presented a Staff Report (*4/4/13 File, 2013 Staff Reports, Project 2012-03 File*) identifying the six change orders associated with the completion of this project, resulting in a slight cost reduction for the project. Director Peck moved to authorize Staff to advertise for Final payment at the May 2, 2013 Board Meeting, once final paperwork has been completed by the contractor. Director Genova seconded and the motion passed unanimously.

NEW BUSINESS

Budget Transfer for LH Hurt Pump Water Right – Manager Tooker presented a Staff Report (*4/4/13 File, 2013 Staff Reports*) requesting authorization to utilize the LH Hurt Pump Right through the Grand Valley Canal as result of the projected low flows in the Colorado River and early senior diversion calls. Utilization of the LH Hurt Pump Water Right through the Alternative Point of Diversion has been determined to be the most effective utilization of District water rights for 2013. The cost for utilization of the LH Hurt Pump Water Right requires a Budget Transfer from Contingency. Director Genova moved to authorize a Budget Transfer of \$4,500 from Contingency to Water Assessment to enable the use of the 4 cfs LH Hurt Pump Right for 2013. Director Peck seconded and the motion passed unanimously.

ADJOURNMENT

Director Burger moved to adjourn the April 4, 2013 Regular Meeting. Director Norman seconded and the motion passed unanimously. The Meeting was adjourned at 6:50 p.m.

ATTEST:

Alan Hassler

Dale Peck

Doralyn Genova

Robert Norman

Robert K. Burger