

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, MARCH 6, 2014**

**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**

Vice Chairman Peck called the Regular Meeting to order at 5:05 p.m. Chairman Hassler would arrive later in the meeting. One item was added to the Agenda under Unfinished Business, Grand Valley Irrigation Company Easement.

**MINUTES OF THE FEBRUARY 6, 2014 PUBLIC HEARING AND REGULAR MEETING**

Director Genova moved to approve the February 6, 2014 Public Hearing and Regular Meeting Minutes as submitted. Director Burger 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 \$131,169.67 plus Benefits Checks of \$19,083.20 plus Supplemental Checks of \$7,843.08 for a total of \$158,095.95. Director Norman seconded the motion. After discussion it was agreed that Depreciation Expense will be added to the bottom of the Profit and Loss Statement. The motion passed.

- Chairman Hassler arrived at the meeting at 5:15 p.m.

**MANAGER'S REPORTS**

Manager Tooker presented the Manager's Report for January, 2014. Credit Card expenses were noted for Manager Tooker and three Water Treatment staff to attend the Membrane Technology Conference held in Las Vegas March 9 – 13. During the Conference, District Staff and Carollo Engineering scheduled meetings with prospective Membrane Manufacturers interested in supplying equipment for Project 2008-02 MF/UF.

---

## **INFORMATIONAL REPORTS**

Drought Response Information Project – Assistant Manager Reinertsen presented an Informational Report (*3/6/14 File, 2014 Staff Reports*) summarizing the results of the 2013 Drought Response Information Project (DRIP) and plans for community events in 2014. He also reported on the District's 29 customers who signed up for the DRIP "Flo" campaign in 2013. As part of the Grand Valley Regional Water Conservation Plan, the District will work with residential and commercial customers to complete a number of water use audits in 2014.

## **EXPRESS AGENDA**

Director Burger moved to approve the Express Agenda item as submitted. Director Genova seconded and the motion passed unanimously. The approved Express Agenda item is as follows:

1. Project 2013-02 New 12" 32 ½ Road Water Line Project – The Contractor, Dirtworks Construction, LLC, has completed all project work with the exception of final asphalt paving repairs. The contract has been extended to April 10, 2014, to accommodate placement of asphalt once the asphalt plants reopen (tentative scheduled for the last week of March). The District's Distribution staff completed the tie-in of the new 12" line to the existing 27" water main in E Road. The connection has been tested and has been approved for normal operations once the need arises as customer demand increases this Spring.

## **UNFINISHED BUSINESS**

Drinking Water Revolving Fund (DWRPDA) - A letter dated February 14, 2014, from Louanna Cruz, Project Manager, Grants and Loans Unit of the Colorado Department of Public Health and Environment was provided to the Board (*3/6/14 File, State Revolving Loan Fund File*). The State has determined that the District has met the requirements of the Revolving Fund Application's Technical, Managerial and Financial Report. The letter is "official" approval of the District for the Drinking Water Revolving Fund Loan. Final approval by the Colorado Water Resources and Power Development Authority (CWRPDA) is scheduled at their March 7, 2014 Board Meeting. CWRPDA Staff have stated the Clifton Water District is such a good credit risk that the CWRPDA approval of \$16 million dollars in funding to the District is a formality and that the District is on the Consent Agenda. Manager Tooker will be in attend the March 7, 2014 CRWPDA Board Meeting.

Project 2008-02 MF/UF Owner's Representative Burns and McDonnell – Manager Tooker reported that the Contract between the District and Burns and McDonnell regarding Owner's Representative services for Project 2008-02 MF/UF is being reviewed by the District's legal counsel. Burns and McDonnell continue to provide the District with services as the Project proceeds.

---

2014 Election Update – Assistant Manager Reinertsen, the District’s Designated Election Official, reported that three eligible candidates submitted the required paperwork for the May, 2014 Election for three positions on the District’s Board of Directors. By Statute the Election may be cancelled. Director Norman moved to adopt Resolution #2014-05, A Cancellation of Election and Declaration Deeming Candidates Elected. The Candidates Elected are Alan N. Hassler, Doralyn B. Genova, and Dale E. Peck. Director Burger seconded the motion and the motion passed unanimously.

Resolution Text is as follows:

**RESOLUTION 2014-05  
CANCELLATION OF ELECTION  
DECLARATION DEEMING CANDIDATES ELECTED**

***Clifton Water District, Mesa County, Colorado***

***WHEREAS***, the Designated Election Official of the District has been duly authorized by the Board of Directors to cancel and declare candidates elected at the close of business on the sixty-third day before the election to be conducted on May 6, 2014,

***AND WHEREAS***, there were not more candidates for director than offices to be filled, including candidates filing affidavits of intent to be write-in candidates,

***NOW THEREFORE***, pursuant to 1-5-208(1.5), C.R.S., the Designated Election Official ***HEREBY CANCELS*** the regular election to be conducted on May 6, 2014.

***THE ELECTION IS CANCELED BY FORMAL RESOLUTION AND THE FOLLOWING CANDIDATES ARE DECLARED ELECTED FOR THE FOLLOWING TERMS OF OFFICE:***

*Alan N. Hassler  
3192 Bunting Avenue  
Grand Junction, CO 81504  
(Four year term May 2014 - May 2018)*

*Doralyn B. Genova  
544 Dodge Street  
Grand Junction, CO 81504  
(Four year term May 2014 - May 2018)*

*Dale E. Peck  
3047 ½ Wedgewood Avenue*

*Grand Junction, CO 81504  
(Four year term May 2014 - May 2018)*

*Signed by: s/s Robert E. Norman Jr.  
Member of the Board of Directors of the District*

*Contact Person for the District: David A. Reinertsen  
Telephone Number of the District: (970) 434-7328  
Address of the District: 510 34 Road, Clifton, CO 81520*

---

Processing Electronic Checks in Automated Payment Processing System – Manager Tooker reported that Staff is withdrawing a request to add electronic checks to the automated payment processing system that was presented at the February 6, 2014 Regular Meeting, in favor of moving forward to test the utilization of a Lockbox for mailed check payments. Staff will provide the Board with future Lockbox progress reports.

Grand Valley Irrigation Company Easement – Manager Tooker reported that he met with Grand Valley Irrigation Company (GVICO) representatives last week to discuss an easement requested by GVICO for a drainage line to be constructed on District property. The easement request was accompanied by an approval from Grand Valley Power (GVP), stating they have no concerns with the proposed drainage line within the GVP easement. Manager Tooker presented a draft Easement and related documents for Board review. (3/6/14 File, Grand Valley Irrigation Company File) In exchange for the District granting the Easement, a Memorandum of Understanding was discussed that would identify three future projects the District wants to pursue with the canal: 1) Relocate the District's intake structure to the west; 2) Construct an improved District's headgate in the area of the drainline; and 3) Construct a Check Structure in the canal. Director Genova moved to authorize Manager Tooker to sign and execute the Easement to Grand Valley Irrigation Company for the operation, maintenance and repair of a drainage facility on Clifton Water District property at 3390 E ¼ Road, and to hold delivery of the Easement pending the receipt of an executed agreement regarding the three items identified by Manager Tooker. Director Peck seconded and the motion passed unanimously.

## **NEW BUSINESS**

Clifton Sanitation District Irrigation Request for Submetering of Commercial Irrigation Flows – Included in the Board Packet was a letter from the Clifton Sanitation District (3/6/14 File) requesting that the District cooperatively work with CSD to monitor, measure, maintain and adjust billing for Commercial Customers using irrigation water through the installation of a sub-meter on the irrigation line. The request is prompted by CSD's rate structure charging Commercial Customers based on water usage. In the summer, many Commercial Customers use domestic metered water to irrigate strips of grass causing their sewer bills to be elevated. Manager Tooker commented that the District's water rate increase to \$5.50/1000 gallons above 18,000 gallons was intended to be a water conservation effort to deter excessive use in any customer using above 18,000 gallons/month. He noted that Commercial accounts do use more water than residential and also have the ability to reduce their usage without the need for submetering. Manager Tooker stated that he had suggested the District could provide a Winter Averaging calculation to the Sanitation District as a solution. It was the consensus of the Board that they are not interested in sub-metering irrigation lines, but would consider alternative ideas that may be presented by Clifton Sanitation District in the future.

---

**PERSONNEL**

The Board recognized Administrative Coordinator Kelly McLaughlin for her achievements during her tenure at the Clifton Water District. McLaughlin's last day with the District is March 14, 2014, after six years of employment.

**ADJOURNMENT**

Director Genova moved to adjourn the March 6, 2014 Regular Meeting. Director Burger 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