

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, MARCH 5, 2015**

BOARD MEMBERS PRESENT: Alan Hassler, Chairman; Dale Peck, Vice-Chairman;
Doralyn Genova, Treasurer; Melvin Diffendaffer, Director

STAFF MEMBERS PRESENT: Dale Tooker; David Reinertsen; Brian Sheley; Angie
Beebe; Leslie Plett

REGULAR MEETING

Chairman Hassler called the March 5, 2015 Regular Meeting to order at 5:07 p.m.

Director Burger was excused from this meeting.

MINUTES OF THE FEBRUARY 5, 2015 REGULAR MEETING

Director Genova moved to approve the February 5, 2015 Regular Meeting Minutes as submitted. Director Peck seconded and the motion passed unanimously.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Genova to Accept the Financial Report and Approve Accounts Payable Regular Checks of **\$93,246.14**, plus Benefits Checks of **\$21,987.76**, plus Supplemental Checks of **\$1,546,466.75** for a total of **\$1,661,700.65**. Director Peck seconded and the motion passed unanimously.

MANAGER'S REPORTS

Manager Tooker presented the Manager's Reports for January 2015 (*File 3/15/15*). He highlighted to the Board that the Manager's Report only has one month of data which needs to be taken into consideration when looking at the comparison of Year to Year data.

INFORMATIONAL REPORTS

Project Status – 2008-02 MF/UF Value Engineering – Manager Tooker provided an Informational Report regarding project 2008-02 (*File 3/15/15, 2015 Informational Reports*). Manager Tooker highlighted the approved Change Orders and Value Engineering Savings. Director Hassler requested in the future, approval dates of change orders should be included. The status update was informational only with no Board action required at this time.

EXPRESS AGENDA

Director Genova moved to approve the Express Agenda (*File 3/15/15*) items. Chairman Hassler added that he had been contacted by Justin Davis from Chadwick, Steinkirchner, Davis & Co., P.C. regarding Express Agenda Item #5 (FY 2014 - District Audit). He reported that he had responded, on behalf of the Board, to the Auditors standard questions regarding Board

involvement, potential risks, fraud, non-compliance or abuses. He provided his written response to be included with the Audit files. Director Peck seconded the motion which passed unanimously approving the Express Agenda items as follows:

1. Annual Children's Water Festival – The 22nd annual Children's Water Festival is scheduled to take place on May 18th and 19th at Colorado Mesa University. District Staff will once again present three classroom sessions and help out in various areas of this annual event that provides area 5th grade students informative exposure to water related themes and concepts.
2. Website Revisions – As noted in the Informational Report delivered at the February 5, 2015 Board Meeting, the website now has a working "How to Read My Bill" section for visitors to the District's website, www.cliftonwaterdistrict.org.
3. Colorado Mesa University Law Enforcement Training Center Project – Staff continues to work with Mr. Bret Guillory, City of Grand Junction Utility Engineer, on the development of the preliminary design. The preliminary design is expected to be delivered for District review and comment the week of March 9th. One item currently being negotiated is the exclusive water line easement required from Mesa County so final design alignment of the transmission line and location of the booster pump station can be determined.
4. Project 2014-01 Phase 2, F 5/8 Road Main Line Upgrade/Replacement – The project design engineer, Austin Civil Group is updating the original design to reflect the Phase 2 portion of this construction project. Contractor Bid Packages will be available for interested firms on Friday, March 27, 2015. The Bid Opening will be Thursday, April 30, 2015 with Bid Award recommendations presented at the Regular Board Meeting scheduled for Thursday, May 7, 2015.
5. FY 2014 District Financial Audit – Representatives from Chadwick, Steinkirchner, Davis and Co., P.C. will be onsite the week of March 2nd to perform field work for the District's annual audit.

UNFINISHED BUSINESS

Personnel Policy Revisions – Director Genova moved to continue this agenda item to the April 2, 2015 meeting, allowing the committee to meet before making any decisions. Director Peck seconded this motion and it passed unanimously.

Potential Customer Claim – Assistant Manager Reinertsen verbally reported to the Board of Director that the claim initially brought up at the February 15, 2015 Board Meeting, has been passed along to the insurance carrier for evaluation and processing. This status update was informational only with no Board action required at this time.

NEW BUSINESS

Board Member Committee Assignments – Director Genova moved to continue this Agenda Item to the April 2, 2015 meeting when all Board Members are expected to be present. Director Peck seconded this motion and it passed unanimously.

Cloud Seeding – Manager Tooker presented a Staff Report (*File 3/5/15, 2015 Staff Reports*) concerning the Cloud Seeding operations through the Water Enhancement Authority. Director Genova moved to fund an Intergovernmental Transfer to fund the Water Enhancement Authority

with \$1,500 of budgeted funds from Community Outreach. Director Peck seconded this motion and it passed unanimously.

Generators for Emergency Power at Water Treatment Plant – Manager Tooker identified the 2015 Budget included the purchase of an emergency generator at the Water Treatment Plant. He requested authorization to proceed to seek bids for the equipment. Director Peck moved for Staff to procure bids for the backup power generators. Director Hassler inquired if any additional input was needed to ensure that the generators purchased would adequately support the needs of the Water Treatment Plant. Manager Tooker reported that Carollo Engineering Design Build Group and EC Electric have both provided input into the required design parameters. Director Genova seconded this motion and it passed unanimously.

EXECUTIVE SESSION

At 6:10 p.m. Staff members Beebe, Sheley and Reinertsen exited the meeting.

At 6:11 p.m., Director Genova moved to go into Executive Session, as per C.R.S. 24-6-402 (4)(f) for the purposes of conducting the Manager’s Review. Director Peck seconded and the motion passed unanimously. Directors Hassler, Peck, Diffendaffer and Genova were present along with Manager Tooker and Staff member Plett. The Executive Session was convened at 6:11 p.m. Manager Tooker and Staff member Plett exited the Executive Session at 6:12 p.m.

Manager Tooker and Staff member Plett returned to the Executive Session at 6:17 p.m.

The Board adjourned the Executive Session at 6:17 p.m.

Chairman Hassler reported that the Board had developed a goal setting statement for the District and Manager Tooker. Manager Tooker was provided with a hard copy of his goals for the upcoming year. Director Genova moved that the 2015 Manager’s Goals be maintained as a Board Record and added to the personnel file of the Manager. Director Diffendaffer seconded this motion and it passed unanimously.

ADJOURNMENT

Director Genova moved to adjourn the meeting at 6:24 p.m. Director Peck seconded and the motion passed unanimously.

ATTEST:

Alan Hassler

Dale Peck

Excused

Doralyn Genova

Robert K. Burger

Melvin Diffendaffer