

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, APRIL 2, 2015**

BOARD MEMBERS PRESENT: Dale Peck, Vice-Chairman; Robert Burger, Secretary;
Melvin Diffendaffer, Director

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

REGULAR MEETING

Vice-Chairman Peck called the April 2, 2015 Regular Meeting to order at 5:10 p.m.

Directors Hassler and Genova were excused from this meeting.

MINUTES OF THE MARCH 5, 2015 REGULAR MEETING

Because Directors Hassler and Genova were excused from this meeting, a quorum of members who were present at the March 5, 2015 was not present and therefore unable to approve the minutes. Director Peck moved to table the March 5, 2015 Regular Meeting Minutes until the next Board Meeting scheduled for May 7, 2015. Director Burger seconded and the motion to table passed unanimously.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Burger moved to Accept the Financial Report and Approve Accounts Payable Regular Checks of **\$69,835.13**, plus Benefits Checks of **\$21,339.64**, plus Supplemental Checks of **\$2,397,388.09** for a total of **\$2,488,562.86**. Director Diffendaffer seconded. The Board questioned what appeared to be a duplicate payable. The payable was for two transactions of the same amount, with the same vendor, but not a duplicate billing. Manager Tooker outlined the District's purchasing and payables process to the Board and answered questions to ensure that appropriate checks and balances are in place to avoid duplicate payments and/or unauthorized purchasing. After Board discussion, the motion passed unanimously.

MANAGER'S REPORTS

Manager Tooker presented the Manager's Reports for February 2015 (*File 04/02/15*). He highlighted to the Board that the water quality values indicated that annual runoff had already begun during the February reporting period. During the discussion it was identified by the Board that the total number of taps sold for the month of February 2015 was incorrectly recorded as 6 when the actual total taps sold for the month was 8.

INFORMATIONAL REPORTS

2014 Year End Health Reimbursement Arrangement (HRA) Status Report – (*File 04/02/15, 2015 Informational Reports*) Manager Tooker presented the Utilization Report for the 2014 HRA Plan Year. Manager Tooker reported that the 2014 HRA budget item had a 42% underutilization representing a savings of \$114,147 savings. Manager Tooker identified that the HRA has been

effective in reducing the District's Health Insurance Premium expense and has provided an extremely positive employee benefit. Manager Tooker further identified that over the past four years, the District has observed a cost savings of over \$445,000 in benefit costs. Manager Tooker requested the addition of an additional New Business Agenda Item, 2015 Employee Wellness Award. It was consensus of the Board to add this item to the April 2, 2015 Agenda.

EXPRESS AGENDA

Director Burger moved to approve the Express Agenda (*File 04/02/15*) items. Director Diffendaffer seconded the motion which passed unanimously approving the Express Agenda items as follows:

FY 2014 Audit – Chadwick, Steinkirchner, Davis & Co., P.C. completed the onsite field work for the Audit and Staff has received the preliminary draft. Staff will review the draft and the FY 2014 Audit will be presented at the May meeting.

Grand Junction Gravel Pit Reclamation – Staff has been working with Grand Junction Pipe personnel and District Counsel on the requirements for Grand Junction Pipe to close their active Gravel Mining Permit (M-1997-053) on District property. Grand Junction Pipe submitted the Request for Technical Revision to the Colorado Division of Reclamation, Mining and Safety on March 26, 2015 to begin the closeout process. District Counsel is identifying available options for District consideration regarding future use of the gravel pond area once the mining permit is closed.

Grand River Diversion Dam - 100 Year Celebration – Included in the Board Packet is an invitation to the 100 year anniversary celebration of the Grand River Diversion Dam (Grand Valley Water Users), Saturday, June 27 2015.

Report from Colorado Water Plan Public Meeting – The Board Packet includes the Colorado Water Plan New & Updates Newsletter Number 5/March 2015 which was provided at the March 17, 2015 the Colorado Water Plan Public Meeting. Full information about the project can be found at www.coloradowaterplan.com and www.coloradomesa.edu/WaterCenter.

Project 2014-01 Phase 2, F 5/8 Road Main Line Upgrade/Replacement – The bid process is underway with the mandatory Pre-Bid Tour scheduled for Wednesday - April 15, Bid Opening on Thursday - April 30, and Bid Recommendations/Contract Award on Thursday - May 7.

UNFINISHED BUSINESS

Personnel Policy Revisions – (*File 04/02/15*) The Board reviewed and discussed Personnel Policy #8 Compensatory Time. Director Diffendaffer moved to table this Agenda Item to the May 7, 2015 meeting, to allow full Board discussion of both policies and review prior to adopting any changes to the Personnel Policy. Director Burger seconded this motion and it passed unanimously.

Board Member Committee Assignments – (*File 04/02/15*) Director Burger moved to table this Agenda Item to the May 7, 2015 meeting when all Board Members are expected to be present. Director Diffendaffer seconded this motion and it passed unanimously.

NEW BUSINESS

Budget Transfer – Single Audit for MF/UF Project – (File 04/02/15) Manager Tooker identified that a Single Audit of the MF/UF Project loan was identified by the Colorado Water Resources and Power Development Authority as a condition of the Loan for the MF/UF Project. Director Burger moved to approve a Budget Transfer of \$2,500 from Contingency to Audit Service for the expense of a Single Audit of the Drinking Water Revolving Loan. The Board questioned the cost of the single audit and knowledge of the single audit during the budget process. Director Diffendaffer seconded the motion and it passed unanimously. Director Burger then moved to accept and authorize signature of the Engagement Letter for the Single Audit for the MF/UF Project with Chadwick, Steinkirchner Davis & Co., P.C. Director Diffendaffer the seconded the motion and it passed unanimously.

2015 Employee Wellness Award – (File 04/02/15, 2015 Staff Reports) Director Diffendaffer moved to table this item until the next Board Meeting, May 7, 2015, to allow for full Board consideration of this item. Director Burger seconded the motion and it passed unanimously.

ADJOURNMENT

Director Burger moved to adjourn the meeting at 6:13 p.m. The motion passed unanimously.

ATTEST:

Excused

Alan Hassler

Dale Peck

Excused

Doralyn Genova

Robert K. Burger

Melvin Diffendaffer