

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, MAY 7, 2015**

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

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

**REGULAR MEETING**

Chairman Hassler called the May 7, 2015 Regular Meeting to order at 5:03 p.m.

**MINUTES OF THE MARCH 5, 2015 AND APRIL 2, 2015 REGULAR MEETING**

Director Genova moved to approve the March 5, 2015 Regular Meeting Minutes as submitted. Director Peck seconded and the motion passed with Director Burger abstaining.

Director Diffendaffer moved to approve the April 2, 2015 Regular Meeting Minutes as submitted. Director Peck seconded and the motion passed with Director Genova and Chairman Hassler abstaining.

**TOUR MF/UF FACILITY**

By consensus of the Board, the Tour of the MF/UF Facility was postponed to a future Board Meeting.

**FINANCIAL REPORT AND ACCOUNTS PAYABLE**

Director Genova moved to Accept the Financial Report and Approve Accounts Payable Regular Checks of \$114,241.08, plus Benefits Checks of \$21,339.64, plus Supplemental Checks of \$1,957,573.62, for a total of \$2,093,154.34. Director Peck seconded and after a discussion requesting clarification of \$436,000 in restricted cash of long-term investments the motion passed unanimously.

**MANAGER'S REPORTS**

Manager Tooker presented the Manager's Reports for March 2015 (*File 05-08-15*). He highlighted the reduction of available water service tap inventory (Installed Not Purchased) that will lead to additional new subdivision development with the recent increased demand for new residential service accounts. With respect to overtime compensation, it was noted that an error in historical overtime data going back to 2012 was discovered and corrected on this report. Legal fees incurred during March 2015 included research regarding stipulations for reclamation of permitting of the Grand Junction Pipe Gravel Pit and exploratory research regarding how the District could benefit from the pit or use it in the future.

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## **INFORMATIONAL REPORTS**

Colorado Special Districts Property and Liability Pool Insurance Loss Ratios – Staff member Plett provided an Informational Report regarding the loss ratios experienced by the District during the period where coverage was provided by the Pool (*File 05-08-15, 2015 Informational Reports*). Loss ratios are low, with an overall loss ratio for Workers Compensation at 33.97%, with a significant decrease noted during the current rating period to 5% and an overall loss ratio on Business Insurance products at 8.07%.

Trespassing at Plant 1 Whitewater Hill – Staff member Plett provided an Informational Report regarding a trespassing incident at Plant 1 on Whitewater Hill. A police report was filed with Mesa County Sheriff's Department. The case is inactivated pending contact with suspect(s) (*File 05-08-15, 2015 Informational Reports*).

## **EXPRESS AGENDA**

Director Genova moved to approve the Express Agenda items. Director Peck seconded the motion which passed unanimously approving the Express Agenda items as follows:

Children's Water Festival Participation – The 2015 Festival is scheduled for May 18 – 19, 2015 from 9:30 am – 2:00 pm each day at Colorado Mesa University. There is typically a VIP luncheon which board members are invited to; as soon as invitations are received they will be distributed (*File 05-08-15*).

Mesa County D Road Reconstruction Project – 10" Main Line Upgrade – The second phase of this Mesa County Project is complete. This phase is a continuation of the work completed in November 2014. The District secured the services of MA Concrete Construction Company to replace the remaining 800 feet of existing 10" AC water line with new 10" PVC water line within this section of the Mesa County project (*File 05-08-15*).

## **UNFINISHED BUSINESS**

Personnel Policy Revisions – Manager Tooker presented a Staff Report and the Board reviewed recommendations made by the Personnel Committee for Personnel Policy #8 – Compensatory Time and Personnel Policy #12 – Sick Leave (*File 05-07-15, 2015 Staff Reports*). The Board discussed the advantages and disadvantages of the policy changes and ensured that the Personnel Committee had thoroughly reviewed alternatives.

Personnel Policy #8 - Director Genova moved to accept the revisions of Personnel Policy #8 – Compensatory Time as presented by the Personnel Committee. Director Peck seconded the motion, which passed unanimously.

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Personnel Policy #12 - Director Genova moved to accept the revisions of Personnel Policy #12 – Sick Leave as presented by the Personnel Committee. Director Diffendaffer seconded the motion, which passed unanimously.

Director Genova moved to have a review of Personnel Policy #12 – Sick Leave in twelve (12) months. Director Diffendaffer seconded the motion, which passed unanimously.

Board Member Committee Assignments – Due to the resignation of Director Norman and the appointment of Director Diffendaffer, vacancies existed on Board Committees. Chairman Hassler appointed committee assignments as follows: (*File 05-07-15*).

Budget Committee:	Directors Peck and Diffendaffer
Construction Committee:	Directors Hassler and Peck
Personnel Committee:	Directors Burger and Hassler
Policy and Standards:	Directors Burger and Genova
Water Rights:	Directors Hassler and Diffendaffer

Employee Wellness Incentive – Manager Tooker reviewed the Employee Wellness Award Staff Report. Over the past four years, the District has realized an Insurance cost savings in excess of \$445,000 (*File 05-07-2015, 2015 Staff Reports*). Director Peck moved to approve the Employee Wellness Incentive out of the 2015 Budget in recognition of employee wellness and a reduction of District benefit costs. The Board confirmed that the Wellness Incentive is not an HRA expense, is a taxable event, and is for current active employees. Director Genova seconded the motion which passed unanimously.

Project 2014-01, Phase 2, F 5/8 Road Main Line Upgrade/Replacement – Assistant Manager Reinertsen reviewed the Staff Report regarding bid opening and results for Project 2014-01, Phase 2 with the Board (*File 05-07-15, 2015 Staff Reports*). Five (5) general contractors submitted bids. The Engineer’s estimate for the project was \$192,000. Bids presented ranged from \$172,676 to \$212,366. Director Genova moved to award the construction contract to Dirtworks Construction, LLC in the amount of \$172,676.00 and authorized Staff proceed with preparing construction agreement documents for final signatures as required. Director Peck seconded the motion which passed unanimously.

Inclusion Request 541 Warrior Way, Grand Junction – Assistant Manager Reinertsen presented a Staff Report regarding the Inclusion Request for Tax Parcel #2943-103-00-148, also known as 541 Warrior Way (*File 05-07-15*). Director Diffendaffer moved to authorize Staff to proceed with public notice of a Public Hearing to consider the Inclusion Request for Tax Parcel #2943-103-00-148 as required under C.R.S. 32-1-501 at 5:00 pm on June 4, 2015. Director Peck seconded the motion which passed unanimously.

Notice of Intent to Sue – Staff Plett presented a Staff Report updating the Board on an customer injury that was first reported at the February 2015 Board Meeting (*File 05-07-15, 2015 Staff Reports*). This status update was informational only with no Board action required at this time.

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## **NEW BUSINESS**

ANB Signature Cards – Due to a change in Board Members ANB Bank required new banking signature cards for removing Robert Norman and adding Director Diffendaffer. Signature cards were signed by all Board Members and Manager Tooker. These cards will be presented to ANB Bank for processing prior to the next Regular Board Meeting.

FY 2014 Draft Audit – The FY 2014 Draft Audit was presented to the Board (*File 05-07-15*). Manager Tooker inquired if the Board had any questions at this time, none were noted. Manager Tooker informed the Board that Mike Nelson, CPA for Chadwick, Steinkirchner, Davis & Co., P.C. would present a formal presentation of the audit at the June 4, 2015 Regular Board Meeting. Informational only, not Board action required at this time..

Project 2015 – 01, 32 Road and F ½ Road Main Line Upgrade Replacement – Assistant Manager Reinertsen presented a Staff Report requesting authorization to proceed for the non-operational, budgeted construction expense for Project 2015-01, 32 Road and F ½ Road Main Line Upgrade Replacement (*File 05-07-15, 2015 Staff Reports*). Director Genova moved to direct Staff to proceed with the Construction Bid Package for Project 2015-01. Director Peck seconded the motion which passed unanimously.

Fire Line Request 395 31 5/8 Road – Assistant Manager Reinertsen presented a Staff Report addressing a Fire Line Request for Tax Parcel #2943-221-14-951 (*File 05-07-15, 2015 Staff Reports*). Director Genova moved to authorize a 4” Fire Line Tap for Tax Parcel #2943-221-14-951 at the identified Fire Line Plant Investment Fee of \$2,300 plus the Meter of \$2,000, and, further, that all other Policies currently approved by the Board shall be applicable. The Fire Line shall not be allowed for any domestic use, and misuse of this Fire Line service shall be fined to the maximum extent allowable under Policy. Director Peck seconded and the motion passed unanimously.

Correspondence – Grand Valley Irrigation Company Colorado River Basin Salinity Control Program – The Board received correspondence from Grand Valley Irrigation Company stating that this correspondence is an official notice of GVIC’s relocation of Canal Improvement Grant 2010 520 Section 6 (33 ¼ Road to 34 Road, GVIC Upper Mainline Canal) (*File 05-07-15*). Informational only, no Board action required at this time.

Correspondence – Candlewood Manufactured Home Community - Grievance – Manager Tooker presented a Staff Report (*File 05-07-15, 2015 Staff Reports*) addressing a grievance submitted by the Managers of Candlewood Manufactured Home Community regarding water rates for a compound meter (*File 05-07-15*). The Board reviewed the grievance and directed Staff to inform the Candlewood representatives that the grievance was noted and the Board is taking no action at this time.

SDA Spring Conference – The SDA Regional Spring Conference will be held in Grand Junction on June 16, 2015. The Conference topic is Law & Order: Special Districts (*File 05-07-15*). Manager Tooker encouraged all Board Members to attend this session and requested that interested Board Members contact him so that Staff could coordinate registration. Information only, no Board action required.

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**ADJOURNMENT**

Director Burger moved to adjourn the meeting at 7:29 p.m. Director Genova seconded and the motion passed unanimously.

**ATTEST:**

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Alan Hassler

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Dale Peck

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Doralyn Genova

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Robert K. Burger

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Melvin Diffendaffer