

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, SEPTEMBER 1, 2016**

BOARD MEMBERS PRESENT: Dale Peck, Chairman; Stan Sparks: Vice-Chair; Melvin Diffendaffer, Secretary; Doralyn Genova, Treasurer; Edward Dan McElley

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

REGULAR MEETING

Chairman Peck called the September 1, 2016 Regular Meeting to order at 5:03 p.m.

MINUTES OF THE JULY 7, 2016 REGULAR MEETING

Director Genova moved to approve the July 7, 2016 Regular Meeting Minutes as submitted. Director Diffendaffer seconded and the motion passed unanimously.

MINUTES OF THE AUGUST 4, 2016 REGULAR MEETING

Director Genova moved to approve the August 4, 2016 Regular Meeting Minutes as submitted. Director Sparks 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 \$127,239.95, plus Supplemental Checks of \$12,234.39, plus Benefits Checks of \$15,741.56, plus HRA Disbursements of \$4,746.75, for a total of \$159,962.65. Manager Tooker reviewed the data shown on page two of the Financial Notes regarding the District's Cash Balance History graph. He identified the impact of the collection of the System Investment Fee on the District capital reserves. Chairman Peck questioned whether or not the operational cost of electrical usage for the new MF/UF facility can be evaluated. Manager Tooker stated that the cost analysis of the electrical use impact will be presented during future Budget 2017 discussions. Director Diffendaffer seconded and the motion passed unanimously.

MANAGER'S REPORT

Chairman Peck inquired about the July Confined Space Training that included all Distribution and Water Treatment personnel. Assistant Manager Reinertsen clarified that the training held was classroom format and was conducted onsite by a qualified instructor from Safety Inc. The class was held on two days to accommodate all staff while maintaining Service Work Order support and water treatment operations on both training days.

INFORMATIONAL REPORT

Manager Tooker reviewed the customer request for a refund of the multiple unit Plant Investment Fees paid on 534 Shane Street, Grand Junction, CO. The owner had paid the multiple unit fee for a garage he was planning to build that was to have a full bathroom. The fees were paid on July 11, 2016. Due to financial issues, the owner decided to not proceed with the project as originally intended, therefore, since the account had not been activated, the refund request was granted.

EXPRESS AGENDA

Director Genova moved to approve the Express Agenda items. Director McElley seconded the motion which passed unanimously. The Express Agenda items are as follows:

1. SDA Annual Conference – Keystone, CO – Reservations have been secured for Board Members Peck, Sparks, Diffendaffer, and McElley. Room check in for those attending the SDA University on Wednesday, September 21, is Tuesday afternoon/evening, September 20. If anyone has questions or needs assistance regarding check in please contact Assistant Manager Reinertsen.
2. Project 2016-01 – F ½ Road Main Line Upgrade/Replacement Project – Staff continues bid package development and advertising.
3. Project 2016-02 – 34 Road Main Line Upgrade/Replacement Project – Staff continues bid package development and advertising.
4. Project 2016-03 – Highway 50 Crossing – Assistant Manager Reinertsen contacted the Project Coordinator for the US Bureau of Land Management (BLM) for this project on August 25th and was told that final approvals to proceed will be issued by the end of August. Once the approvals are received from the BLM the final approvals and permits can be issued by the Colorado Department of Transportation (CDOT). Upon receipt of the CDOT permit Staff will issue the Project Bid documents with contract award recommendations being presented to the Board at the October 6, 2016, Regular Board Meeting.

UNFINISHED BUSINESS

2017 FY Budget – Manager Tooker identified the various components of the initial draft of the District's 2017 Budget. These items are for Board review only at this time, and will be refined as the Budget Committee meets to develop and finalize the 2017 Budget.

NEW BUSINESS

Request For River Bank Assistance From Adjacent Property Owners – Manager Tooker reviewed a request he received from Mike McGuire (property owner at 532 34 Road) for the District to assist upstream property owners in their efforts to stabilize the north bank of the

Colorado River. The information was presented to the Board for information purposes only. No Board action suggested or requested at this time.

ADJOURNMENT

The meeting was adjourned at 5:44 p.m. by the Chairman.

ATTEST:

Dale Peck

Stan Sparks

Doralyn Genova

Melvin Diffendaffer

Dan McElley