

**MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, MARCH 2, 2017**

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

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

**REGULAR MEETING**

Chairman Peck called the March 2, 2017 Regular Meeting to order at 5:00 p.m.

**MINUTES OF THE FEBRUARY 2, 2017 REGULAR MEETING**

Director Genova moved to approve the February 2, 2017 Regular Meeting Minutes as amended. Director Diffendaffer 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 \$271,543.33, plus Supplemental Checks of \$35,208.39, plus Benefits Checks of \$16,435.79, plus HRA Disbursements of \$4,121.75, for a total of \$327,309.26. Manager Tooker pointed out the voided check to Colorado Special District Association Property and Liability Pool and the replacement check that was issued. Director McElley seconded and the motion passed unanimously.

**MANAGER'S REPORT**

Manager Tooker identified that the number of new water taps sold in January 2017 was seven which compared to two sold in January 2016.

**INFORMATIONAL REPORTS**

Manager Tooker reviewed the actions taken regarding the recent Tier II Treatment Technique Violation Customer Notification. Required notifications were sent to all District customers via billing inserts and direct email notifications were sent to all paperless billing customers. Certification of notice delivery has been made to the Colorado Department of Public Health and Environment. District staff received less than 20 inquiries from customers regarding the notice.

Assistant Manager Reinertsen reviewed the District's Partnership for Safe Water – Directors Award for 2016 (*File 03-02-17, 2017 Informational Reports*). This is the 10<sup>th</sup> consecutive year that the District has met the requirements for earning this prestigious award from the US Environmental Protection Agency and the American Water Works Association that recognizes those drinking water purveyors that *“Improve the quality of water delivered to customers by optimizing water*

system operations". The District is one of only 16 Partnership for Safe Water utility providers in Colorado.

### **EXPRESS AGENDA**

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

Project 2016-03 – Highway 50 Crossing – MA Concrete Construction's boring subcontractor has completed the 325 foot bore of Highway 50. MA Concrete Construction is installing the new 16" water line within the casing. The connection to the existing 12-inch line at the south end of the project has been completed. Work to have the pipe installed and backfilled south of Highway 50 by March 15 per our permit with the Bureau of Land Management is on schedule.

4" Water Line Upgrade In-House Project – Whitewater – Distribution staff is installing 1,600 lineal feet of new 4" PVC water line along Highland Avenue, Rogers Drive, and Turner Avenue in Whitewater. This new C-900 PVC line replaces an old 2" Schedule 40 PVC line that has been prone to breaking. Work on the main line is complete. New service lines are scheduled to be installed the week of February 27<sup>th</sup>.

2017 Line Replacements, In-House Engineering Design Status – Survey work along F ½ Road from 30 Road to 30 ½ Road is complete. Survey of the 32 Road corridor from D Road to E Road is complete. Final survey pick up for the second phase of the 34 Road project from the GVIC Canal to E ¼ Road is also complete. Design will be completed over the next month. Construction is planned for June through August, 2017.

2017 1<sup>st</sup> Quarter Finished Water Storage Tank Inspections – Distribution staff completed the 1<sup>st</sup> Quarter Finished Water Storage Tank Inspections and are working on maintenance items identified during the inspections. These formal quarterly inspections are now required by the CDPH&E to minimize the potential for external contamination of finished water storage tanks. This state requirement is the result of the water contamination event in Alamosa, CO in 2008.

2017 Children's Water Festival – The 21<sup>st</sup> Annual Children's Water Festival will be held at the Colorado Mesa University campus on May 15 and 16, 2017. District staff will have two presentation classes and will also provide Water Festival staffing support help as needed. As final planning and event coordination is completed, information will be provided for Board participation in events and VIP tours.

### **UNFINISHED BUSINESS**

Project 2017-01 – Water Treatment Plant Manifold Project – Assistant Manager Guillory reviewed the WTP Piping Improvements Bid Opening and Recommendation Staff Report (03-02-17 File, 2017 Staff Reports) with the Board. Two bids were received, evaluated, and deemed valid by Assistant Manager Guillory. The low bid of \$1,048,288.00 submitted by PCL Construction, Inc. is greater than the budgeted funds for the project. Director Genova moved to transfer funds from Contingency (District Reserves) to the CASWTP Construction Expense Non-Operating Expense

Line Item in the amount of \$740,236 to complete construction of the 2017 WTP Effluent Manifold Project. Director Diffendaffer seconded and the motion carried unanimously.

Director Genova then moved to award Project 2017-01, WTP Effluent Manifold Project to PCL Construction, Inc. in the amount of \$1,048,288.00 and direct Staff to assembly required contract documents. Director Sparks seconded the motion which passed unanimously.

**NEW BUSINESS**

Funding Request – John McConnell Math and Science Center of Western Colorado – Assistant Manager Reinertsen reviewed the Staff Report (*File 03-02-17, 2017 Staff Reports*) with the Board regarding a funding request received from the John McConnell Math and Science Center of Western Colorado. The Center is moving into the new Colorado Mesa University Engineering Building, currently under construction. The Center is soliciting funds to construct an interactive water feature that will be prominently located in the main entrance atrium. The Executive Director, Ms. Jenn Moore, will attend the April Regular Board Meeting to discuss the project and the details of the requested funding. Information only, no Board action required or requested at this time.

**ADJOURNMENT**

The meeting was adjourned at 5:59 p.m. by the Chairman.

**ATTEST:**

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Dale Peck

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Stan Sparks

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Doralyn Genova

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Melvin Diffendaffer

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Dan McElley