**ROUND MOUNTAIN WATER AND SANITATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**THURSDAY, February 16, 2023**

**2:00 P.M. – 3rd Street Gallery Building Conference Room**

**Call to Order at 2:00 p.m.**

**Roll Call:**

**Board Members: Charles Bogle, Steve Lasswell, Randy Wilhelm, George Mowry, Connie Thompson**

**Staff: Dave Schneider, District Manager, Peggy Quint, Assistant District Manager, Carlan Cardenas, Administrative Assistant and DEO**

**Visitors: Elliott Jackson, The Wet Mountain Tribune, Tracy Ballard, The Valley Beat (both via zoom)**

**Cathy Fromm, Fromm and Company, Christy DeNardo, Auditor**

**Roger Camper, Town of Silver Cliff, and Buck Wenzel, Mayor of Silver Cliff**

**Pledge of Allegiance led by Steve Lasswell**

**Additions to the March 16, 2023, Board of Directors Meeting Agenda (MOVED TO MARCH 23, 2023)**

1. **Public Hearing - Rate Increases**
2. **Election Update**
3. **Use of District Property by District Employees Policy**

**Administrative Reports**

1. **Assistant District Manager – Peggy Quint**

**Working with Streamline on the new website is coming along. Very excited to work with Streamline. More news later in the meeting. Everything is going really well.**

1. **ORC – Steven Koch**

**An ORC Report was provided to the Board regarding the work that the Field Techs have been doing. Dave added that the District is closer to being in compliance with the backflow regulations that CDPHE requires. A Backflow Report will be completed very soon. The whole district has been surveyed to find out who needs backflow devices and who already has back flow devices and who has backflow devices that have been tested every year. That is all catalogued. There are two businesses that need to install a device and a number of businesses that need to begin annual testing. This project should be completed by December 2023. EPA is giving us 12 to 18 months to survey our water systems to see how many lead and galvanized service lines that are in the district. This is a significant challenge because the two water systems were separate water systems; Silver Cliff being started in the late 1800’s. We have limited information due to the age of some of the lines. Trying to find an effective and affordable way to survey those service lines is a huge challenge. Dave is hoping to find some solutions at the CRWA Conference because there are many other districts that are striving to find an answer. The project cost is around $.5 million. This will be a significant challenge, however, the field techs will start the project in the Spring of 2023. Dave has attended webinars where they explain what *has* to be done but not *how* to get it done. There is a device that is used, but it is expensive and would only be used once, so it is not conducive to purchase. Since most districts will be doing the survey at the same time, sharing would not be an option. Dave is hoping that someone will purchase this devise and offer the service, which would be less expensive than the $70k (the cost of the devise). Continued updating on the GPS mapping system. Meter pits, service lines, fire hydrants, etc., are being added continuously. Frozen meters are an issue this year. Since we have not received the amount of snow that we usually do and that makes the meters more vulnerable during the cold temps. MSPS did not put the insulation back in the meter pit when they replaced the meters. We currently have around 100 meters that are at 32 degrees or below. If there is water flowing through the meter, they usually don’t freeze. Properties such as churches easily freeze because they are not being used regularly.**

1. **District Manager – Dave Schneider**

**Well and Meter Projects – Our existing meter supply company is no longer a dealer for Kamstrup meters. Dave is looking into Ferguson meters. The electric in the building and the solar is installed, completed and approved. We are waiting on Black Hills for the connection to be completed. Supply chain delays is still an issue with contact pipe which is due the end of March and our generator is not due to arrive until September 2023. The grant with DOLA was expiring the end of March. Dave is working on submitting an extension on that grant for another year. He does not foresee any issues with that extension.**

**WWTP – Test results were received and all but nitrogen, pollutant removal and consistent phosphorus removal were ironed out. A test at a higher amperage was done and this time they mixed iron and aluminum blades. They were able to reach extremely favorable results. Dave presented the actual numbers that are required and what numbers were reached. If we are able to reach results that we need, Dave will finish amending the demonstration report and send it in and then he can discuss with the engineers the results and request an approval. The numbers that are being reached are better than what a mechanical plant could reach. Once we have the signature, we will begin the finishing touches on the final design which is about 75% done already. That is sent to CDPHE and once CDPHE will be apprehensive about new technology. They will most likely want old technology to backup new technology. Finding what is affordable that they are comfortable with will be the next step because we can’t make two plants to satisfy CDPHE. The design will be based on the existing ponds. The Electro Coagulation unit and the greenhouse (which will be big enough to run both sides). Once the one side is up and running and will easily be able to meet our existing flow. Steve Lasswell asked if the delays that are being caused by CDPHE are taxing our system even further. They are very interested in the validity of this process and are aware that there are many Colorado rural districts that could benefit from this system. The next delay will be the negotiations on the final design. They will want a backup and redundancy systems.**

**Reservoir – Dave met with Upper Ark in January to finalize the IGA. That Intergovernmental Agreement has been approved by the Upper Ark Board. The IGA will need approval later on in the meeting. Negotiations continue with Dan McGuire regarding the easement. Division II did confirm that RMWSD can offer Mr. McGuire an augmentation plan. Dave discussed this with Upper Ark and they will add that to their blue line to have their ability to offer augmentation water higher up the valley. Right now, they may be willing to upfront the financial cost to develop an augmentation decree for Mr. McGuire and we would supply the water, which is only about two to five acre-feet per year. Mr. McGuire is very favorable for this plan. He doesn’t want to lose the ponds. If he doesn’t get augmentation for those ponds, he will have to have them filled in just like we did. Dave sent the pre-construction drawings for his review. That way he will know where we would put the easement would be located, the pump system etc. Dave will contact him soon and will write up an Memorandum Of Understanding with Upper Ark.**

**Use of District Property Policy – Our attorney has looked over our policy. He gave his opinion regarding the large equipment and felt that the larger equipment should not be available for employee use due to liability. Small equipment would be available for employees to use. Insurance company is not in favor of that liability. An amendment to our Policy will not have to be changed because it states, “management approval”. Dave will look it over to see if there needs to be a change.**

**Consent Agenda**

1. **Approval of the Minutes of the January 19, 2023, Regular Board Meeting**
2. **Financial Report and Approval of Checks for January 2023**

**Motion to approve was made by George Mowry, Seconded by Connie Thompson. No Discussion.**

**Motion carried 5-0**

**New Business**

1. **Election Update-Carlan Cardenas, DEO**

**Carlan informed the Board members that the deadline for interested parties to submit their letters of interest is February 27th. One self-nomination has been brought in. If no one else is interested in being on the board, after publicized in our local papers, the election will be cancelled. George Mowry is not renewing his position. Mark Dembosky is interested in being on the Board of Directors. February 28th is the date we cancel the election.**

1. **Roger Camper and Buck Wenzel Silver Cliff**

**Request for building without tap variance concept.**

**Much interest has been voiced in Silver Cliff in buying, building etc. It takes about a year to complete a construction. Roger would like to know when the plant will be operational so that the Town of Silver Cliff could issue building permits. Public would like to start construction as soon as possible. Roger wanted to know if something could be put in writing so that they can issue building permits. Randy explained that no one knows when we will begin construction on the Wastewater Treatment Plant. We cannot promise anything at any specific date. Roger’s desire is to have continued growth in Silver Cliff. Dave does not agree with pre-selling taps. That is not fair to most property buyers/owners. CDPHE will frown upon any changes in our moratorium. Charles asked Roger what he thinks the answer to the problem would be. Roger feels that putting septic systems in that will get the community through until the moratorium is lifted, but understands how this is not feasible. Mayor Buck Wenzel stated that the moratorium has crippled the economy in Silver Cliff. Dave was thinking that a “letter of availability” stating that once the moratorium is lifted that the property owner will have water and sewer. We are not in a position to give an exact date of the end of the moratorium. This is a big decision on the part of CDPHE and they will not jump into approval. Affordable housing cannot happen without RMWSD allowing building to happen. CDPHE gave the Town of Silver Cliff permission to install vaults for septic. Based on Dave’s research of septic vaults, the pumping would need to be done monthly. That is not affordable at all. Roger asked that the Board think about this proposition and get back to him. Dave will talk to the district’s attorney and let the board know.**

1. **Well Variation Agreement – Benny Koch**

**Mr. Koch has purchased 40 acres on the east end of Silver Cliff. This property is in our district.**

**He would like to install a private well and a private septic system to use until there is water and sewer available. Dave Schneider wrote a stipulation stating that one private well and one private septic system is approved because it could be decades before there is water and sewer available in that area. The stipulations are that it cannot be subdivided, the water and wastewater treatment system subject to county, city and state regulations. This is a temporary variance that will remain in effect until our water and wastewater is available. Mr. Koch understands that he is not allowed to sub-divide. The only wildcard that would change the situation is that RMWSD put a water tank out there. . There is no lien filed with the county. Signed documents will be on record. Connie moved to approve the variance. Randy seconded the motion. Motion carried with a unanimous vote of 5-0.**

1. **Rate Increase Review**

**A Public Notice will be published in the papers for the meeting of Public Hearing regarding the 3% increase in water and wastewater, and a 2 cent increase in bulk water rates. A rate study a few years ago, resulted in the district agreeing that a 3% annual rate increase would make budgeting for the district and our customers predictable. Consensus of the board is to raise the rates. The increase will be implemented on April 1, 2023, and will be applied to customers statements at that time and will be on the statements they receive the first week of May 2023.**

**1:53:44.28**

1. **Resolution 2023-4 - Approval of Intergovernmental Agreement between RMWSD and UAWCD**

**Motion to approve made by Connie Thompson, seconded by Randy Wilhelm. Motion carried with a unanimous vote of 5-0.**

**Old Business**

1. **Audit Presentation – Approval of Audit for 2021**

**Christy attended via zoom. The Audit was presented as submitted. Christy reviewed items that were in question or changes that were made previously. Auditors and Management Company was asked when we could start working on 2022 Audit. It is not in our best interest to be in this position again. Christy noted that we will NOT be able to file an extension if 2022 gets as far behind as 2021 did. The final date is July 31, 2023. Christy would like to see documents by the first of May… at the latest. Cathy stated that we should be able to satisfy that deadline.**

1. **CSAFE Resolution 2023-3 for Approval**

**Adjourn at 4:50 p.m.**