**ROUND MOUNTAIN WATER AND SANITATION**

**BOARD OF DIRECTORS MEETING**

**THURSDAY, May 18, 2023**

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

**Call to Order at 2:11 p.m.**

**Roll Call: Staff: Dave Schneider, Peggy Quint, Carlan Cardenas**

 **Board: Randy Wilhelm, Mark Dembosky, Connie Thompson**

 **Guests: Robyn Knappe, Elliot Jackson, Steve Lasswell, Cathy (via zoom)**

**Pledge of Allegiance led by Dave Schneider**

**Additions to the June 15, 2023, Board of Directors Meeting Agenda**

1. **Excuse Charles Bogle from May 18, 2023 Regular Board Meeting**
2. **Personnel Policy Resolution 2023-10**
3. **Robyn Knappe – Office of Emergency Management - County Emergency Operations Plan**

**Office Staff discovered that in the change of term years from even to odd years, Steve Lasswell was actually up for re-election in addition to Charles Bogle and George Mowry (who replaced Peter Ewing). Even with three vacant positions, only one interested party submitted a self-nomination. A motion was entertained to nominate Steve Lasswell as a board member. Resolution 2023-8 was presented approving Steve Lasswell as a board member. There were no questions regarding the resolution. Motion to approve the resolution was made by Connie Thompson and seconded by Randy Wilhelm. Motion passed unanimously with a 3-0 vote. Mark Dembosky made a motion to appoint Steve Lasswell as Vice-Chair of the board. Connie Thompson seconded the motion. Motion passed 3-0. Lasswell was sworn in by DEO, Carlan Cardenas. Lasswell was then asked to conduct the remainder of the meeting.**

**Administrative Reports**

1. **Assistant District Manager – Peggy Quint**
* **Billing is mostly back to automated. About 255 meters will be estimated, 425 meters are working with the new endpoints installed.**
* **Poster Contest was a success. Good publicity. Plans for next year are in place!**
* **District IT Company, CBS of Colorado, has set up a program to digitize customer files. That project will begin once Peggy becomes more acquainted with the process.**
* **Fromm has promised the Trial Balance to be in the auditor’s office by the 20th of May. Although the audit is not as far along as originally hoped, it is more on schedule than it has been in the past.**
* **Christy DeNardo said that their schedule remains flexible.**
* **Carlan’s new computer has been ordered. It should be delivered next week.**
1. **ORC – Steven Koch – via Dave Schneider**
* **Field Techs have been very busy.**
* **Sterling is helping Wade with Keystone Utility Services (KUS) replace the endpoints in the meter**

**pits. This works well with the Lead and Copper revision requirements that the district is conducting. Both projects can be done at the same time. They did find a few leaks while in the meter pits. Steven and Jackson have been following them and fixing leaks.**

* **A small main leak was found on French Street and has been repaired.**
* **Flume has been repaired at the Johnson Ranch**
* **Westcliffe’s Veteran’s Park shut off and meter pit was located and upgraded. Curb stop was found right next to the meter lid buried 8 inches deep.**
* **Field Techs are staying ahead of the chip sealing in Westcliffe so that the lids won’t be covered.**
* **The work being done on the highway from Silver Cliff to Westcliffe includes dumping dirt on the sewer lids to make opening lids easier.**
* **Field Techs discovered a leak in one of the lagoon ponds as a pocket gopher had dug a hole and compromised the side. Road base was used to fill it in.**
1. **District Manager – Dave Schneider**
* **Meter/Well – Replacement of endpoints on meters is over half completed. By the 3rd week of June, the project should be complete. All the well house plumbing is installed but cannot be used until the Division II engineers and CDPHE approve the new system. Dave assisted in the installation of plumbing within the well house because the installers were not experienced at installing the necessary parts and equipment. The well is capable of producing 320 gallons per minute. We are allotted 270 gpm that we have as we have two rights of 135 gpm each. One right is very senior and always in priority and the other is in priority about 2/3 of the time. Dave contacted Jerry Livengood, Division II Water Resources Commissioner, and asked him if the district can use their augmentation plan if the Smith Well overproduces. Jerry confirmed that we could. Dave had originally thought that a flow reducing valve would have to be installed. Dembosky asked if excess is physically returned to DeWeese. Dave explained that augmentation water stored in DeWeese in released at the end of each month once the monthly water use calculation are completed. We release whatever amount is required to satisfy depletions and augmentations needs at the end of each month. The district owns 355.8 acre-feet of storage in DeWeese. We are at about 278-acre feet of storage right now. Dave spent most of this week at the Smith Well. Plumbing is complete, the booster pump is in for the Chlorine, all the chlorine injection and chlorinator supplies are installed. Line pressure was tested and the main line was tight. Electrical wiring needs to be installed to the electric pump that runs the booster for the chlorine injection. Mechanically, the well should be online in 2-3 weeks. State approval will hold us up as they are 30-60 days behind. The well Driller still has reports to submit before Division II can approve. It will probably be August before the well is online. Cell service in that area is sufficient to provide service for the SCADA system. It is 1/3 the cost of satellite service. Dave is changing to cell service on the SCADA.**
* **WWTP – The microbiology company, Powell Water, and Dave are all talking to CDPHE. There is no defined protocol or timeframe for approval. Dave is not sure what will make them confident that our design will do what we say it will. They are not convinced that the microbes will successfully remove the nitrogen to the limits that they want. At this point, they want a more full-scale testing, site-specific, full-size plant. The district does not have the funds to do that. There is plenty of funding, but the treatment design has to be approved by the State first. Dave Kurtz, design engineer, is making sure this design will work and is being very cautious and hesitant to approve it. We could lose a $1m grant if not implemented by mid-2024.**
* **Reservoir – The reservoir design is approved by Upper Arkansas River Conservancy District and RMWSD, but not the method to fill and drain the reservoir. The design engineers were asked to build a pipeline that we can pump into, and the gravity feed out back to the stream. However, the bottom of the reservoir is only 9 feet higher than the stream, which is over a ¼ mile away. The depth of the pipe in some sections would be 50 foot deep and would require ¼ mile boring, which would cost over $1million. An alternative fill/drain method under review is to gravity feed half of the pond down and put in a small pump to pump out the rest of the water back and forth. The two groups will meet the first week of June and discuss this idea using traditional excavating to reach about 18 feet deep instead of 50 feet.**
* **Dave attended the Colorado Rural Water Association Conference in April. He is planning on attending the National Rural Water Association Conference in September. Perhaps the district could get some national attention. Bio augmentation and is on the schedule and more classes on wastewater operations are available than usual. The cost would be about $500 plus motel room. The board agreed that attending the National Rural Water Association Conference would be beneficial.**

**Consent Agenda**

1. **Approval of the Minutes of the April 20, 2023, Regular Board Meeting**
2. **Financial Report and Approval of Checks for April 2023**

**Peggy Quint informed the board that the delinquent report has been changed and updated. This spreadsheet layout should be easier to understand. Staff are waiting on a response from the management company to confirm if this report is what the auditors will want to see. Motion to approve the Consent Agenda was made by Randy Wilhelm. Seconded by Connie Thompson, the motion passed 4-0.**

**New Business**

1. **County Emergency Operations Plan and the HMP – Robyn Knappe presented her request for the board to approve the resolution adopting the Custer County Hazard Mitigation Plan.**
2. **Resolution 2023 – 9 Adopting the Custer County Hazard Mitigation Plan – Motion to approve was made by Randy Wilhelm and seconded by Connie Thompson. Motion carried with a 4-0 vote.**
3. **Election of Officers – Each year the board members take the opportunity to change positions. As no one is opposed to the current positions held, motion was made by Mark Dembosky to retain Charles Bogle as Chairman of the board, Steve Lasswell as Vice-Chairman of the board, Connie Thompson as Secretary of the board, Randy Wilhelm as Treasurer of the board and Mark Dembosky will hold the position of Member at Large. Second to the motion was made by Randy Wilhelm. Motion carried with a 4-0 vote.**

**Old Business**

1. **Resolution approving changes to Personnel Policy regarding the use of district property by district employees. – Dave Schneider requested that this resolution be tabled until next month. He will present it at the June 15, 2023, meeting.**

 **Adjourned at 3:45 p.m.**