

ROUND MOUNTAIN WATER AND SANITATION

BOARD OF DIRECTORS MEETING

THURSDAY, MARCH 21, 2024
2:00 P.M. – 3RD STREET GALLERY BUILDING CONFERENCE ROOM

Call to Order at 2:00 p.m.

Roll Call: Dave Schneider (via zoom), District Manager, Peggy Quint, Assistant District Manager, Carlan Cardenas (via zoom), Administrative Assistant, Charles Bogle, Chairman of the Board, Steve Lasswell, Vice Chairman of the Board, Connie Thompson, Secretary of the Board, Randy Wilhelm, Treasurer of the Board, Mark Dembosky, Member at Large, and Steven Koch, ORC. James Starnes, Respec LLC, Justin Lefor, public and Tali Goldson, public (via zoom).

Pledge of Allegiance led by Steve Lasswell

Public input for those not on the agenda will be limited to 3 minutes.

Justin Lefor requested that the bills sent out to customers reflect the exact date of meter reading. He stated that the bills are incorrect by stating that the service was from the 1st of the month to the last day of the month. Dave Schneider asked Peggy Quint to explain why the meter reads are not on the last day of the month. Peggy Quint explained that the meters are read a few days ahead so that all the meter reads can be exported from Aquahawk into Caselle. She then checks each customer's usage for any corrections. Once all the meter reads are entered, it is sent to Freedom Printing. They send back pdfs of all the bills that Caselle generates from the meter reads. That file is sent to Xpress Bill Pay to download into our online bill payment portal. (Online bills reflect the exact meter read date) All this needs to be completed so that there is a payment cutoff (the cutoff is at 4:00 p.m. on the last business day of the month). Peggy also stated that in RMWSD's Rules and Regulations, statements are to be sent out the first full week of every month. That allows our customers as much time as possible to pay their balance.

5.4 BILLING AND PAYMENT *Statements for all charges shall be prepared monthly in arrears. Printed statements, unless electronic statements by email are requested and authorized by the property owner, shall be sent by First Class mail the first full week of every month. All statements, whether mailed or emailed, are due on the dates they are sent to the customer and will be considered delinquent after close of business on the last business day of the month. A delinquency fee will be assessed to the unpaid charges and added to the next billing statement.*

Mr. Bogle thanked Mr. Lefor for his time and stated that the board will discuss the process and come to a decision. Mr. Lefor will be contacted with the decision.

James Starnes, Respec LLC, (previously JDS Hydro, Colorado Springs) is in attendance and was asked to introduce himself and talk about his proposal. Respec LLC predominantly services water and wastewater service providers. 90% of their business is municipal systems. The board reviewed the RFP and Mr. Starnes answered questions from the board.

Additions to the April 18, 2024, Board of Directors Meeting Agenda

1. Resolution approving amendment to Personnel Manual (5.9) addressing evaluations.
2. Resolution approving new evaluation forms.
3. Discussion of recommendation and consideration of suggestions by Connie Thompson and Steve Lasswell
4. Special Meeting to be scheduled for next week.

Administrative Reports

1. Assistant District Manager – Peggy Quint: Report was emailed to the board. Peggy asked if there were any questions. There were none.
2. ORC – Steven Koch: Report was emailed to the board. The only question for Steven was regarding the jetting that was done by Subway and if Round Mountain is replacing the clay lines sometime soon. Steven said that the camera van could check the condition of the lines, however they tried from the East side and the camera could not make the turn. Dave will have to find a solution. They did not want to jet the line in case it might damage the clay. Dave thinks there is a clay portion that went down to the leach field just North of Ace Hardware. He is hoping there is just a small chunk that goes from that line to another plastic line. They will probably have to excavate to see what is going on for sure. This is not unusual in our system.

3. District Manager – Dave Schneider

- **Meter/Well Project** – the generator is hooked up and fully operational. After one minute of power outage, it will turn on automatically and automatically turn off as well.
- **Solar Array** – A few bugs in the array. The warranty will expire in three months. Dave is trying to get that all worked out before the warranty is up and will check with Solar City about an extended warranty. The new inverter is in. The panels work great, it is the optimizers that are giving us issues.
- **Well** - We have to do water evaluation sampling to make sure there isn't any intrusion from the creek into the new well. This will start in April and will run through October.
- **Reservoir** - Review response has been received from the State. There are three issues:
 - Proposed two-foot concrete wave run up freeboard around the perimeter of the reservoir was rejected and they want a three-foot freeboard, but that significantly reduces our amount of storage in that facility as that design reduces the storage from 150-acre feet to 117-acre feet.
 - The overflow pipe would have to be dropped almost two feet lower than it is. Their proposal was to raise the top of the reservoir another 1 ½ feet and drop the overflow 1 ½ foot. That would give us a three-foot freeboard, but it would take out about 10-acre feet of storage out. The cost of construction per acre foot of storage is getting to the point where feasibility is questioned. The other issue is the
 - Location of the overflow pipe. They want to move it to a location without any crest. We would have to run a swale so that there would not be erosion. The State did not like the drainage perf pipes that will collect any naturally produced water below the reservoir and vent it out to the discharge units. The State thought the worst-case scenario, that there was a rip or tear in the liner, it would empty the reservoir. They want a waffle type drainage concept throughout the bottom face. Dave met with Upper Ark and the engineers and discussed a solution to this issue. One solution is contacting Dan McGuire about purchasing a few acres of land so that the reservoir design could be widened and achieve the 150- acre feet. Dave will contact Mr. McGuire next week. There are easements that are in question. The South fence may be along a border of land owned by Silver Cliff. A few issues are up in the air.
- **WWTP** – Reviewing engineering proposals. Dave asked the board to consider a Special Meeting to interview with GMS in the next week. We need to get an engineer on board and start the project. The board agreed that it would be beneficial for them to meet. Dave will schedule with GMS and the meeting will be confirmed with the board.
- Dave thanked the board for allowing him to attend the CRWA Conference this week. It has been informative, and he has made several connections. He appreciates the one-on-one conversations. Lots of interest in the Electro Coagulation and Pilot Project. It was definitely worth attending!
- Randy mentioned that the asphalt is breaking up on the drive at the bulk water station. The repair will need to be put in the budget for next year.



Consent Agenda

1. Approval of the Minutes of the February 9, 2024, Special Board Meeting
2. Approval of the Minutes of the February 15, 2024, Regular Board Meeting
3. Financial Report and Approval of Checks for February 2024

Motion to approve: Randy Wilhelm Seconded by Connie Thompson Vote: 5-0

New Business

1. **County Road 170 Property** – ADA cost is \$80K. Seller also lowered the asking price by \$10K. The purchasing of the property depends on getting the grant for the pilot project. If we receive the DOLA grant and the \$70K for engineering (in the Letter of Intent), we could have the funds to make an offer on the property. It will be 60-90 days before we will know if/when we can make an offer.
2. **Letter of Intent for granting firm** – Resolution 2024-4: Dave met the representative from Environmental Policy Innovation Center (EPIC), they have an office in the Denver area. They specialize in trying to get new emerging technologies off the ground. They reached out to CRWA during the National Rural Water Association Conference. Dave Diss, CRWA, introduced this company to Dave. Dave presented our project. There has been a verbal agreement to pay for the engineering portion of our Pilot Study up to \$70K, which is very close to the cost of engineering. EPIC will connect with whatever engineering company we choose, and the invoices will go directly to them. RMWSD will not be included in the invoicing and payments. This is a grant with no strings attached. The Letter of Intent has been sent to our attorney. This must be approved by the board. Tabled until next meeting so the resolution can be completed. The board will sign the contract and the resolution at the Special Meeting next week.
3. **Engineering Proposals for WWTP** – There are only two engineering companies that sent back proposals. GMS will be interviewed next week, and the choice will be made at the Special Meeting. Both have the same design and concept.

There is a difference between the two proposals, so a review of each proposal is important. Eric Garver and another coworker have agreed to assist us pro-bono, including applying for a \$300K grant with the Bureau of Land Reclamation.

4. Website Accessibility Policy – board approved the policy as posted on the district website.
5. Vehicle Maintenance Program – An annual maintenance program for the fleet of RMWSD vehicles was presented. The board agreed to the program which will cost \$3K/year with Boss Pro in Westcliffe. This will free up the field techs for other projects. The old blue dump truck is now out of commission. Dave will put a “For Sale” sign on it and see if someone wants to haul it off. The district purchased a new 16 ft. dump trailer to replace the dump truck. The consensus of the board was to approve the program.
6. Generator Maintenance Program – Dave stated that he is not in support of a generator maintenance program. The generator will not be used regularly. Field Techs will add weekly inspections of oil etc. to the normal schedule. The warranty for the generator is one year – parts and labor. The huge generator bought for Y2K is a two-phase generator and can’t run any of our wells or the lift station. Dave proposed selling that generator. As we upgrade the WWTP, the lift station will also be upgraded with its own automatic system on it. The updated WWTP will have a generator as well. The board concurred that an \$8K maintenance program is not needed.
7. Money Market Account – Peggy informed the board that United Business Bank has a new Money Market Account rate that is close to the rate that CSafe is offering. To make some revenue off interest, Peggy suggests moving \$100K over to a new Money Market Account with a rate of 4.5% to 4.6%. Rates are subject to change, but they will do what they can to match any rates. Connie Thompson made a motion to approve opening a money market account at United Business Bank with \$100K. This motion was seconded by Mark Dembosky. The vote was 4-1 in favor of the motion. Randy Wilhelm opposed the motion.

Old Business

1. Resolution approving amendment to Personnel Manual (5.9) addressing evaluations – Tabled
2. Resolution approving new evaluation forms – Tabled
3. Pivot Energy – Solar Lease – Resolution 2024-3 – Dave presented the resolution for the lease agreement with Pivot Energy. The Solar Lease has been thoroughly vetted by our attorney. The rent is \$2,500.00 per year, which could be up to five years as they try to see if it will work. The escalator was changed from 1.5 to 2.5 per annum once the developmental period is over. “All or Part of” definition states that once we no longer need the portion of the property, they get first chance to lease the full 40 acres. They cannot lease the entire portion until we have completed our WWTP. We have a permanent easement on the property and the infiltration beds have been identified. Pivot is the user/developer. The agreement will always be with Pivot Energy. The income once the trial is over will be \$1000/acre a year. Water and Mineral rights do not apply. Lease is surface only. Black Hills is very interested because their major line is very close to the location, and they are looking at several locations for arrays. Motion to approve and adopt the resolution was made by Connie Thompson, with a second by Steve Lasswell. The motion passed with a 5-0 vote.
4. Discussion of recommendation and consideration of suggestions by Connie Thompson and Steve Lasswell was deferred.

Adjourn at 4:18 p.m.