MINUTES OF BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
THURSDAY, APRIL 4, 2019

BOARD MEMBERS PRESENT:  Dale Peck, Chairman; Stan Sparks, Vice-Chair; Melvin Diffendaffer; Secretary, Dan McElley, Treasurer and Michael Slauson, Director

STAFF MEMBERS PRESENT:  Dale Tooker; David Reinertsen; Angie Beebe; Amanda Fleming; Greg Jacob; and, Melissa Lemke

REGULAR MEETING

Chairman Peck called the April 4, 2019 Regular Meeting to order at 5:00 p.m.

MINUTES OF THE MARCH 7, 2019 REGULAR MEETING

Director Diffendaffer moved to approve the March 7, 2019 Regular Meeting Minutes. Director Slauson seconded and the motion passed unanimously.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director McElley moved to accept the Financial Report and Approve Accounts Payable Regular Checks of $681,005.39, plus Supplemental Checks of $34,045.90, plus Benefits Checks of $27,182.17, plus HRA Disbursements of $4,664.62 for a total of $746,898.08. Director Sparks seconded and the motion passed unanimously.

MANAGER’S REPORT

Manager Tooker reviewed the January 2019 Manager’s Report.

INFORMATIONAL REPORT

2019 Grand Valley Drought Status – Assistant Manager Reinertsen reviewed the current Drought Status data and reported the Grand Valley has moved out of the D1-Moderate Drought to the DO-Abnormally Dry Drought designation.

32 Road Improvements – Manager Tooker reviewed District’s activities being done in conjunction with the Clifton Sanitation District (CSD) Sewer Line Project (File 04-04-19, 2019 Informational Reports). The District is taking the opportunity to make water line improvements coinciding with the CSD activity. The improvements include removal of older Asbestos Concrete Pipe that is in conflict with CSD’s Sewer line, water line upgrades, installation of a
new 10-inch line across 32 Road at Hall Avenue, installation of various isolation valves, and, additional pipeline connections.

EXPRESS AGENDA

Director Diffendaffer moved to approve the Express Agenda items as presented. Director McElley seconded the motion which passed unanimously. The Express Agenda (File 4/4/19) item is as follows:

Project 2018-03 3.0 MG Storage Tank Painting – The new steel floor has been installed and the subcontractor has completed approximately 75% of the floor panel seam welds. The interior perimeter weld is complete with approximately 25% of the exterior perimeter weld completed. The weld inspection certification process should start the week of April 8th. The tank welder subcontractor is approximately 2 weeks ahead of schedule. Worldwide Industries plans to remobilize to the site as soon as the final welds are certified, to begin final blasting and prime coating the new steel with finish coatings being applied the first week of May.

Project 2018-10 Lewis Wash – Staff secured the services of the City of Grand Junction’s contractor, K & D Construction, to remove approximately 180 of 16” AC water transmission line between the west end of the City’s bridge project and the recently installed 16” tee and valve to the new Thunder Valley Subdivision. This section of AC transmission line is being upgraded to 16” PVC waterline.

Project 2017-04 F ½ Road Main Line Upgrade/Replacement Project – Apex Design & Drafting has completed the design drawing revisions for this project. The advertisement has been completed and Construction Bid Package is available. Selection recommendation will be made at the May 2, 2019 Board Meeting.

Project 2019-06 Front Street Replacement 6” Waterline – River City Consultants was selected to provide engineering design services and construction oversight for this planned 2019 construction bid project. The final design will be complete and ready for construction bid solicitation by Friday, May 17, 2019. The project includes removal and replacement of the existing 6” AC waterline on Front Street, between 2nd and 5th Streets. This project is anticipated for construction in September/October, 2019.

Project 2019-01 Expansion/Renovation Administration Building – Advertising for general contractors interested in submitting the Request for Qualification (RFQ) packages for this Design/Build project will begin the week of April 1st. The RFQs are due on Thursday, April 18th with staff selection recommendations being presented for Board consideration at the May 2, 2019 Regular Board Meeting.
UNFINISHED BUSINESS

Colorado Law Enforcement Training Center (CLETC) – No information has been received from the City of Grand Junction concerning a request for variance of Plant Investment Fees for Water Taps for the CLET C. No action taken.

Project 2017-02 Hydraulic Model Professional Services Amendment #3 – Manager Tooker presented the Staff Report (File 04-04-19, 2019 Staff Reports, Project 2017-02) requesting authorization to accept Amendment 3 to the original agreement in the amount of $30,000. Director Slauson made a motion to approve Amendment 3 in the amount of $30,000 to implement recommendations identified in the Preliminary GIS Evaluation Report. The Board discussed the value of the Engineer performing the Hydraulic Analysis and providing recommendations to assist Staff with planning for growth and infrastructure improvements. Director Diffendaffer seconded the motion and the motion passed unanimously.

District Facilities Tour – Manager Tooker provided a virtual tour and explanation of location of the District’s large diameter transmission lines and storage tanks. Information only. No action taken.

NEW BUSINESS

420 30 Road Customer Request Relief of Owed Balance – Manager Tooker presented the Staff Report (File 04-04-19, 2019 Staff Reports, District Correspondence) on the Request of Relief of Availability of Service Charge letter from the Balkenbushes, dated March 28th. The outstanding balance is $3,205.82 on the property. Director McElley made a motion to reduce the amount owing by $602.71, retaining the original $2,603.11, which was the amount owed on the property at the time of the sale to the Balkenbushes. Additionally, the Balkenbushes must abandon the tap. Director Sparks seconded the motion and the motion passed unanimously.

Personnel Policy Update – Manager Tooker presented the Staff Report (File 04-04-19, 2019 Staff Reports) correcting Section 18.2 Other Benefits of the Personnel Manual. Section 18.2.3 is no longer applicable to the District as a result in changes to Sick Leave accrual and offering Short Term Disability to full-time employees. Director Slauson made a motion to update Section 18.2 Other Benefits to the Personnel Manual effective immediately. Director Sparks seconded the motion and the motion passed unanimously.

Flood Plan and Preparation – Assistant Manager Reinertsen reviewed the District’s Flood Plan that has been in place since 2011. He presented District photos of when the Colorado River threatened to flood District property. Staff will continue to monitor the Colorado River as weather precipitation and snow melt impacts the river basin and updates become available. He informed the Board that the District has Flood Insurance coverage through the Special District’s Property and Liability Pool. Informational only, and Staff will continue to keep this item on the Agenda. No action taken.
ADJOURNMENT

The Regular Meeting was adjourned at 7:10 p.m. by Chairman Peck.

ATTEST:

Dale Peck

Stan Sparks

Melvin Diffendaffer

Dan McElley

Michael Slauson