MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, MAY 3, 2018

BOARD MEMBERS PRESENT: Dale Peck, Chairman; Stan Sparks: Vice-Chair; Mel Diffendaffer, Secretary; Dan McElley, Director

STAFF MEMBERS PRESENT: Dale Tooker; David Reinertsen; Angie Beebe; Brian Sheley, Melissa Lemke, Lacey Bouton and Amanda Fleming.

REGULAR MEETING

Chairman Peck called the May 3, 2018 Regular Meeting to order at 5:00 p.m.

MINUTES OF THE APRIL 5, 2018 REGULAR MEETING

Director Diffendaffer moved to approve the April 5, 2018 Regular Meeting Minutes as submitted. Director McElley seconded and the motion passed unanimously.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Diffendaffer moved to accept the Financial Report and Approve Accounts Payable Regular Checks of $126,058.46, plus Supplemental Checks of $5,900.54, plus Benefits Checks of $23,571.98 plus HRA Disbursements of $4,514.30, for a total of $160,045.28. Director Sparks seconded and the motion passed unanimously.

MANAGER’S REPORT

Manager Tooker presented the Manager’s Report. There were no questions.

INFORMATIONAL REPORT

Manager Tooker presented the Utilization Report for the 2017 HRA Plan Year (File 05/03/18, 2018 Informational Reports). Manager Tooker reported that the 2017 HRA Budget item had a 46% underutilization representing a savings of $125,283. The HRA has been effective in reducing the District’s Health Insurance Premium expense and has provided an extremely positive employee benefit. Manager Tooker reviewed the cost savings over the past seven years to the District of over $800,000 in benefit costs.

EXPRESS AGENDA

Director Diffendaffer moved to approve the Express Agenda items as presented. Director Sparks seconded the motion which passed unanimously. The Express Agenda (File 5/3/18) items are as follows:
2018 Pre-emptive Poly Replacement – Distribution crews have completed 108 Preemptive Poly Service Line Replacements on Friday, April 27th. The final completion will include additional asphalt and concrete. At the next Board Meeting, Final Costs will be provided in a Staff Report.

SDA Regional Training Seminar – The SDA Regional Training Seminar for District Board Members, Managers, and Staff will be held on Wednesday, June 13th at the Grand Valley Fire Protection District in Parachute, CO. The seminar will run from 8:00 am until 12:15 pm and will cover various topics such as conflicts of interests, notice of meetings, and district powers. For those wanting to attend, please let Melissa know by Friday, May 18th for her to make your reservation.

Project 2018-04 – Booshway/Midlands Extension – 10” Water Line Project – Staff received the executed exclusive water line easement from Midlands Village, Inc. allowing installation of approximately 600 feet of 10” PVC waterline connecting the previously installed waterline on Nottingham Dr. inside Midlands Village with the existing 10” waterline in Booshway Ave. The District secured the services of the developer and contractor for the Fox Meadows Subdivision, Grand Junction Real Estate Investments, LLC, to install District provided materials to complete the connection. The line is scheduled to be placed in service the week of April 30th. This connection provides a critical, redundant north/south distribution system link between D ½ and D Roads.

UNFINISHED BUSINESS

FY 2017 Audit – Manager Tooker reported that Chadwick Steinkirchner, Davis & Co., P.C. will present the FY 2017 Audit at the June 7, 2018 Board Meeting. Information only, no Board action required at this time.

Project 2017-03 – 34 Road Main Line Upgrade/Replacement Project – Assistant Manager Reinertsen reported that the contractor, MA Concrete Construction completed installation of the new 8-inch water line on May 2, 2018. Staff is requesting Board authorization to begin the Final Payment advertising processing so final payment could be considered at the June 7th Regular Board Meeting. Director Diffendaffer moved to authorize to advertise for Project 2017-03 Final Payment to be considered at the June 7, 2018 Regular Board Meeting. Director McElley seconded and the motion passed unanimously.

Residential Development Fire Suppression – Assistant Manager Reinertsen reported that Staff met with the developer of the Palisade Legends Subdivision and was provided a letter from the design engineer stating the required fire flows could be met through the standard 5/8-inch water meter that the District uses for 3/4” residential service taps. Evaluation of developing a policy for Residential Fire Taps will be reviewed by the Policy Committee. Information only, no Board action required at this time.

Project 2017-04 – F ½ Road Main Line Upgrade/Replacement Project – Assistant Manager Reinertsen reviewed the Staff Report (File 05-03-18, 2018 Staff Reports, Project 2017-04) requesting the Board not award Project 2017-04 submitted by the low bid offeror. The bid price was $81,147.35 above the budgeted funds for the project. Director Sparks asked if the work could be performed by the District’s distribution staff. Manager Tooker responded that District distribution staff couldn’t perform the project due to other planned projects in 2018. Director
McElley moved to not award Project 2017-04, based on the bid exceeding budgeted funds for the project. Director Diffendaffer seconded and the motion passed unanimously.

Drought Response Plan Update – Assistant Manager Reinertsen reviewed the Staff Report (File 05-03-18, 2018 Staff Reports, Drought Response Plan) concerning the update of the Drought Response Plan in collaboration with the other three (3) local domestic water providers in the Grand Valley. The Drought Response Plan was originally developed in 2003, in response to the 2002/2003 drought conditions. The Drought Response Plan has been revised to identify five (5) drought stages that match those of the U.S. Drought Monitor. Director Sparks moved to adopt the Revised Grand Valley Drought Response Plan. Director Diffendaffer seconded and the motion passed unanimously.

NEW BUSINESS

Employee Wellness Award – Manager Tooker reviewed the Employee Wellness Award Staff Report (File 05-03-18, 2018 Staff Reports). This Report identified the criteria used in the past to recognize employees for remaining healthy and thereby reducing health insurance and HRA expenses. As reported, healthy employees have resulted in an overall 2017 cost savings of $125,283 and over the past seven years, the District has saved over $800,000 in employee health insurance and benefit costs. Director Diffendaffer moved to approve an employee Wellness Award based upon 10% of the individual unspent HRA funds above $1,000, using funds from the budgeted Payroll expense. Director Sparks seconded the motion and the passed unanimously.

Four West Slope Basin Roundtable – Director Peck provided a summary of the Four West Slope Basin Roundtable meeting. Water managers discussed a variety of topics including the demands of the lower basin states and the challenges of developing a plan to keep an adequate amount of water in Lake Powell to avoid a demand from downstream states for more water under the Colorado River Compact.

ADJOURNMENT

The Regular Meeting was adjourned at 6:40 p.m. by the Chairman.

ATTEST:

Dale Peck
Stan Sparks

Doralyn Genova
Melvin Diffendaffer

Dan McElley

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