MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
THURSDAY, SEPTEMBER 5, 2019

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

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

GUEST: Christopher McAnany, Attorney with Dufford, Waldeck, Milburn & Krohn, LLP
Dan McElley, Clifton Water District Customer

PUBLIC HEARING

Chairman Peck called to order the Public Hearing at 5:06 p.m. to consider the inclusion of two parcels of land, described as, Tax Schedule Numbers 2943-121-00-181 and 2943-121-00-182 to be included within the Clifton Water District Boundaries as required by C.R.S. 32-1-05. A Petition of Inclusion was submitted by Edward D. McElley and Janis M. McElley requesting the inclusion. The Public Hearing Notice was published in the Grand Junction Daily Sentinel on August 14, 21, and 28, 2019. No citizens were present. Manager Tooker reported that no citizens requested information regarding the inclusion and no other citizens provided comments, written or verbal.

The Public Hearing was closed at 5:17 p.m.

REGULAR MEETING

Chairman Peck called the September 5, 2019 Regular Meeting to order at 5:18 p.m.

Chairman Peck requested that Inclusion Request be moved from Unfinished Business. Director Diffendaffer made a motion to consider the Petition of Inclusion for Tax Schedule Numbers 2943-121-00-181 and 2943-121-00-182 be moved from Unfinished Business. Director Slauson seconded the motion which passed unanimously.

Manager Tooker introduced the District’s attorney, Christopher McAnany, with Dufford, Waldeck, Milburn & Krohn, LLP. Mr. McAnany presented a summary of the inclusion process.

The Board has been presented with a Petition for Inclusion of two parcels into the District’s boundaries by the property owners Edward D. McElley and Janis M. McElley of Tax Schedule Numbers 2943-121-00-181 commonly known as 573 33 ¾ Rd, Clifton, CO 81520 and 2943-121-00-182 commonly known as 571 33 ¾ Rd Clifton, CO 81520.
Director Slauson moved to approve the Petition for Inclusion of two parcels of Private Property identified as Tax Schedule Numbers 2943-121-00-181 commonly known as 573 33 ¾ Rd, Clifton, CO 81520 and 2943-121-00-182 571 33 ¾ Rd Clifton, CO 81520 to be included within the District’s boundary. Director Diffendaffer seconded and the motion passed unanimously.

Director Slauson moved to adopt Resolution 2019-03 Resolution to Include Private Property (File 9/5/19, Inclusions, Resolutions) as submitted and authorize staff to process the Certificate of Inclusion and all necessary paperwork for the District’s Legal Counsel to complete the Inclusion process with the District Court. Director Diffendaffer seconded and the motion passed unanimously. The Resolution Text is as follows:

RESOLUTION 2019-03
RESOLUTION TO INCLUDE PRIVATE PROPERTY

WHEREAS on August 8, 2019, Edward D. McElley and Janis M. McElley, petitioned the Clifton Water District Board of Directors to include property within the boundaries of the Clifton Water District generally described as follows:

Recorded in Book 1087 at Page 241 of the Mesa County Clerk and Recorder’s Office, more particularly described as follows:

McELLEY SIMPLE LAND DIVISION

Said real property being described as follows: A parcel located within that portion of the SW 1/4 NE 1/4 of Section 12, Township 1 South, Range 1 East of the Ute Meridian lying North of the Grand Valley Canal, being more particularly described as follows: Beginning at the Northeast corner of said SW 1/4 NE 1/4; thence S00°13’51”E along the East line of said SW 1/4 NE 1/4 1097.42 feet to the Grand Valley Canal; thence along the North side of said Canal with the following calls: S89°54’31”W 30.00 feet; thence N52°50’29”W 174.00 feet; thence N00°40’29”W 258.00 feet; thence N50°29’29”W 165.80 feet; thence S88°23’31”W 297.60 feet to the centerline of a drain; thence N00°32’41”W along said Centerline 637.64 feet to the North line of said SW 1/4 NE 1/4; thence S89°57’56”E along the said North line 598.75 feet to the point of beginning. That said owners’ have caused that real property to be laid out and surveyed as the McELLEY SIMPLE LAND DIVISION, resulting in:

Parcel 1
Tax Schedule ID 2943-121-00-181, commonly known as 573 33 ¾ Rd, Clifton, CO 81520
Parcel 2
Tax Schedule ID 2943-121-00-182, commonly known as 571 33 ¾ Rd Clifton, CO 81520

WHEREAS said owner desires In-District water service from the Clifton Water District; and

WHEREAS the Board of Directors of the Clifton Water District has determined that it is in the District’s best interest to include the stated property within the District’s boundaries; and

WHEREAS the District Board of Directors acknowledge a Scrivener’s error in the Inclusion Petition Exhibit A that was sourced by a Plat Map description identifying Janet M. McElley versus Janis M. McElley having no impact to the legal description which is correctly identified by the Mesa County Assessor records as Edward D. McElley and Janis M. McElley; and

NOW THEREFORE BE IT RESOLVED that the Clifton Water District Board of Directors approve the inclusion of the said property as described above, adopt the Order dated September 5, 2019 and authorize the Secretary and President of the Board to sign the Certificate of Inclusion and Order dated September 5, 2019.
Attorney, Christopher McAnany exited the meeting.

MINUTES OF THE AUGUST 8, 2019 REGULAR MEETING

Director Diffendaffer moved to approve the August 8, 2019 Regular Meeting Minutes. Director Sparks seconded and the motion passed unanimously.

FINANCIAL REPORT AND ACCOUNTS PAYABLE

Director Slauson moved to accept the Financial Report and Approve Accounts Payable Regular Checks of $133,946.08, plus Supplemental Checks of $140,519.14, plus Benefits Checks of $25,234.37, plus HRA Disbursements of $7,649.22 for a total of $307,348.81, with the exception of check #36849 payable to Dirtworks Construction LLC which is scheduled for action under Unfinished Business. Director Diffendaffer seconded and the motion passed unanimously.

MANAGER’S REPORT

Manager Tooker reviewed the July 2019 Manager’s Report.

INFORMATIONAL REPORT

None presented.

EXPRESS AGENDA

Director Diffendaffer moved to approve the Express Agenda item as presented. Director Sparks seconded the motion which passed unanimously. The Express Agenda (File 9/3/19) item is as follows:

1. SDA Annual Conference – Keystone, CO – Conference and Room reservations have been secured for Board Members Peck, Sparks, Diffendaffer, and Slauson, scheduled to attend this year’s conference, to be held September 18 through September 20. If anyone has questions or needs assistance regarding check in, please contact Melissa Lemke.

2. Project 2019-06 Front Street Main Line Upgrade/Replacement Project – River City Consultants has completed the design drawing package for this project. The advertisement for construction bids is in process with the mandatory pre-bid tour scheduled for Tuesday, September 17th with the Bid Opening taking place on Thursday, September 26, 2019. Contract award recommendations will be presented to the Board at the October 3, 2019 Regular Board Meeting.

3. DRIP Activities Update – This summer, DRIP Activities included: A Build Your Own Rain Barrel event partnered with the Fruita Parks Department; participation in Palisade Sunday
Market; participation in the CSU Extension Service's Demonstration Day; designated Discount Tire as the 2019 DRIP Tributary Award winner; and hosted the free water booth at the 2019 Grand Junction Airshow. A DRIP media release is planned for early September to remind the Grand Valley citizens that we are in level 2 of the 3-2-1 watering schedule. The District plans to include reminders on the September and October water bills for District customers to scale back their outdoor water uses in concert with the 3-2-1 watering schedule. The DRIP Committee is currently considering a Water Conservation/Drought Awareness marketing proposal submitted by a local firm for implementation in 2020.

UNFINISHED BUSINESS

Project 2018-03 3.0 MG Storage Tank Painting — Assistant Manager Reinertsen reported the 3.0 MG Storage Tank Painting Project has been completed satisfactorily and is operational. Staff requested Board approval of advertising for Final Payment and release of Retainage upon completion of the remaining deliverables to include as-builts and warranty confirmation. Director Diffendaffer made a motion to advertise for Final Payment to be considered at the October 3, 2019 Regular Board Meeting. Director Sparks seconded the motion which passed unanimously.

Project 2017-04 F ½ Road Main Line Upgrade/Replacement Project — Manager Tooker reviewed the Staff Report (File 9/5/19, 2019 Staff Report, Project file) for Project 2017-04. Final payment has been advertised, the Project has been completed satisfactorily and no payment disputes have been received. Staff recommends the release of the Contract Retainage. Director Diffendaffer made a motion to authorize the release of the Contract Retainage for Project 2017-04 F ½ Road Main Line Upgrade/Replacement Project. Director Sparks seconded the motion which passed unanimously.

Project 2019-01 Expansion/Renovation Administration Building—Manager Tooker reported that Staff continues to work on the final Design/Build Contract with FCI representatives. Staff will continue to keep the Board apprised of the contract status developments. No Board action was requested.

NEW BUSINESS

Nanofiltration Motor Control Center Repair — Manager Tooker presented a Staff Report (File 9/5/19, 2019 Staff Report) for the Nanofiltration Motor Control Center (MCC) detailing the need to proceed with emergency repairs of the Nanofiltration MCC. Carollo Engineering provided an Arc Flash evaluation in 2018. Subsequently based on recommendations by Carollo, the District hired the Eaton Corporation to perform corrective maintenance on the Motor Control Center. During this maintenance activity, Eaton identified a failed Main Power Disconnect that needed repaired to operate safely. Staff is working with Carollo to develop an emergency corrective action plan to address MCC Main Power Disconnect. The corrective action is essential to restore the MCC to normal operating condition to insure employee safety, operational safety and prevent catastrophic equipment failure. The Board was in consensus to continue the work with Carollo and proceed with the emergency design and repair of the Nanofiltration MCC and that it would
be funded from the existing 2019 Budget of $1,500,000 for the Effluent Pumping and MCC Improvements.

**Manager’s Review** – The Board discussed the process for the Managers Review and will continue the discussion at the Next Board Meeting in Executive Session.

**ADJOURNMENT**

The Regular Meeting was adjourned at 6:10 p.m. by the Chairman Peck.

**ATTEST:**

Dale Peck

Stan Sparks

Melvin Diffendaffer

Michael Slauson