

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
CLIFTON WATER DISTRICT  
April 13, 2023**

**BOARD MEMBERS PRESENT:** Mel Diffendaffer-Chairman, Dan Mcelley- Vice Chair, Wesley Davis-Secretary, Michael Slauson-Treasurer, and Nick Genova-Director

**STAFF MEMBERS PRESENT:** Ty Jones, Guy Walker, Jake Lenihan, Jessica Isley, Jennifer Pettingill, Mark Dalley, Stephen Silva, Branden Edmonds, Matt Lemon, and Michelle Obadia

**GUESTS PRESENT:** Chris Johnson and Steve Dreiling, Goldman Sachs Investment Advisors

**REGULAR MEETING**

Chairman Diffendaffer called April 13, 2023, Regular Meeting to order at 5:00 p.m.

**GUESTS**

Manager Jones introduced Mr. Chris Johnson and Mr. Steve Dreiling from Goldman Sachs Investment Advisors at 5:05 pm. Chris Johnson provided a semi-annual report of the District's current Investments and reported the District's bond analysis report to Staff.

Mr. Johnson and Mr. Dreiling exited the meeting at 5:20 pm.

**MINUTES OF March 9, 2023, REGULAR MEETING**

Director Davis moved to approve March 9, 2023, Regular Meeting Minutes. Director Genova seconded, and the motion passed unanimously.

**FINANCIAL REPORT**

Director Slauson moved to accept the Financial Report and approve Accounts Payable Checks totaling \$592,958.19. Director Genova seconded, and the motion passed unanimously.

**FINANCE DEPARTMENT REPORT**

The Finance Manager reported credit card fraud on one of the company cards. Chase was notified immediately, the charges were refunded, and a new card was issued to the staff. The total amount of fraudulent charges was \$132.64.

Staff reported with the new software conversion, financial reports will not be available to Board members until after the May Board meeting. Once reports are provided, they will have some formatting changes.

## **HR Department Report**

Staff reported a Distribution System operator's dismissal on March 17, 2023. Staff have interviewed for this vacancy and will finalize a decision on a new hire by April 14th.

Interviews for a Seasonal/Temp position have been finalized and offers will be made by April 14<sup>th</sup> to potential candidates.

Staff have been working with the District's Employment Attorney Michael Santo to update sections of the District's Personnel Manual to ensure compliance with Federal and State regulations. The Personnel Committee will review the proposed changes which will be presented for consideration at a future Board meeting.

- Drug-Free Workplace
- Overtime
- Holiday
- Bereavement

## **ENGINEERING/CONSTRUCTION DEVELOPMENT REPORT**

### Project 2022-05.2 Holland Street Line Upgrades -

Sorter Construction has completed the Holland Street Line Upgrade Project. Asphalt patches are scheduled to be completed. The District will advertise for final payment as required. Clifton Elementary now has a redundant water service connection and a new hydrant. The new water line connection will be utilized when the 10-inch line is replaced on F Road.

### Project 2022-01 Coffman Road Transmission Line Project -

The engineering firm River City continues work on the re-design of the transmission line project. The design is nearly 100% complete.

### Project 2022-03 Coffman Road Remote Fill Station -

A permit has been issued by Mesa County for the fill station. No new updates are available.

### Project 2022-06 Highway 141 (32 Road) 10" Waterline Replacement/ Upgrade Project-

K & D Construction began work the week of March 6<sup>th</sup>. Construction began on D Road progressing toward D ¼ Road. Weather delays have affected this project.

### CDOT F Road Project-

District staff is providing support to CDOT for the F Road Project as needed. Water line work is not anticipated to begin until summer, however, the District has made minor water line changes to accommodate other construction activities.

## **ACTION ITEMS**

### Distribution Staffing Needs

Assistant Manager Lenihan presented a Staff Report (04-13-23 file, 2023 Staff Reports) summarizing the need for additional staffing in the Distribution Department. Critical maintenance activities have drastically fallen behind. Management has determined adding staff members would be

beneficial. Director Mcelley moved to approve the hiring of an additional Distribution Tech. Director Genova seconded, and the motion passed unanimously.

### **Treatment/Distribution– Assistant Manager Lenihan**

#### Energy Audit –

Staff reported Cascade Energy visited the Water Treatment Plant in March to begin evaluating power usage and develop a plan for the District to save on energy costs. Cascade Energy provides a no-cost service and works with Xcel Energy on facilities that have high energy requirements. They visited the site for an in-depth tour and to begin discussions on where the District can save on energy costs. The first drafted plan is expected in April.

#### Roasted Goose -

On March 26<sup>th</sup>, a goose flew into a power pole on E ¼ near 34 Road causing a large power outage. The incident ignited the brush underneath the power lines. The fire department addressed a small brush fire along the road near the pond. Xcel responded to repair the power line. The water treatment plant lost power but had staff on-site. The WTP generators automatically started during the power loss, however, the staff kept the plant off until the repair was complete. The power was down for a couple of hours.

#### Support on 32 Road -

Distribution staff has been focusing on 32 Road in conjunction with construction activities. As the new water line is installed, Distribution crews have been moving existing water services and installing valves along this corridor ahead of the project. As construction progresses, this ensures that no water services will be interrupted during the construction.

#### Flood Preparation -

As a precaution, staff began preparing for possible flooding along the river. Berms have been put in place around the River Pump Station. The staff has prepared sandbags as run-off begins.

#### Whitewater Modeling -

The District's Engineering firm Black & Veatch has begun hydraulic modeling with the primary focus on areas that are boosted by the Desert Road Pump Station. The effort has been largely focused on the collection of existing data. Distribution crews are verifying line sizes and locations in Eagle Trail Court and Bean Ranch Road. Pressure monitors which have remote viewing and data collection capability will be installed in this area to monitor pressure changes throughout the day.

### **Office/Administrative – Assistant Manager Walker**

#### Caselle Utility Billing Software

During the week of March 27<sup>th</sup> Staff members, Pettingill, Isley, and Walker, traveled to Provo, Utah for pre-live training on the new Caselle Software. Staff worked with Caselle's implementation team to gain proficiency in utilizing each of the software's utility modules. To facilitate the transition, Caselle's implementation team will be on-site the week of May 15<sup>th</sup>, providing expert guidance and training.

#### Regional Water Efficiency Plan

Assistant Manager Walker reviewed an updated version of the Water Conservation Plan previously adopted in 2012. The Clifton Water District, in partnership with the City of Grand Junction, and the Ute Water Conservancy District, has developed a Regional Water Efficiency Plan (WEP) for the Grand Valley. This plan aims to enhance the overall water use efficiency by addressing both the issues of supply and demand while providing a defined approach to resolving problems and dealing with system inefficiencies.

#### 2023 Children's Water Festival May 15<sup>th</sup> and 16<sup>th</sup> at Las Colonias Park

The 2023 Children's Water Festival Committee met to finalize the remaining details of this year's festival. The festival has received overwhelming support from the community. District Staff will be volunteering and presenting, and Board members are invited to attend the event.

#### DRIP and Drought updates will be emailed to Board Members after the meeting.

Due to staff devoting their time to training with the new billing software, the DRIP updates were not presented at the April board meeting.

#### **MANAGER'S REPORT- Manager Jones**

Manager Jones discussed meeting with the City of Grand Junction, and their Engineering and Design Team to talk about the kick-off of a feasibility study of the Gunnison River water pipeline and reservoirs.

Board Members took a break at 6:21 pm before entering an Executive Session.

#### **EXECUTIVE SESSION**

Director Genova moved to enter Executive Session at 6:28 pm -

- To discuss the purchase, acquisition, lease, transfer, or sale of any property interest under 24-6-402(4)(a) C.R.S. Hidden Valley Water system transfer.
- Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators under 24-6-402(4)(e) C.R.S. Paymentus service contract termination.

Director Slauson seconded, and the motion passed unanimously. Staff members Lenihan, Isley, Walker, and Jones remained.

The Board exited the Executive Session at 6:47 pm.

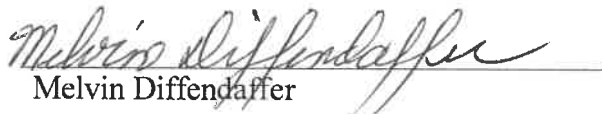
Director Mcelley moved to have Chairman Diffendaffer sign the Agreement to acquire Hidden Valley Water System following a review by the District's Attorney, Kristen Kurath, and Staff. Director Davis seconded, and the motion passed unanimously.

A settlement with Paymentus Corporation has been reached by the District's Attorney Chris McAnany and Staff. The Board has authorized paying \$30,000 to terminate the District's Support Contract. Director Genova moved to approve a settlement payment of \$30,000 to Paymentus Corporation. Director Slauson seconded, and the motion passed unanimously.

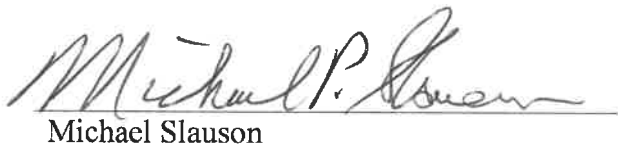
**ADJOURNMENT**

The Regular Meeting was adjourned at 6:50 pm by Chairman Diffendaffer.

**ATTEST:**

  
Melvin Diffendaffer

  
Dan Mcelley

  
Michael Slauson

  
Wesley Davis

  
Nicholas Genova