

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
October 7, 2021**

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

STAFF MEMBERS PRESENT: Dale Tooker, David Reinertsen, Angie Beebe, Michelle Obadia, Jake Lenihan and Branden Edmonds

REGULAR MEETING

Chairman Peck called the October 7, 2021, Regular Meeting to order at 4:54 p.m.

MINUTES OF THE September 2, 2021, REGULAR MEETING

Director Sparks moved to approve the September 2, 2021, Regular Meeting Minutes. Director Mcelley seconded, and the motion passed unanimously.

MINUTES OF THE September 8, 2021, SPECIAL MEETING MINUTES

Director Sparks moved to approve the September 8, 2021, Regular Meeting Minutes. Director Mcelley seconded, and the motion passed unanimously.

MINUTES OF THE September 24, 2021, SPECIAL MEETING MINUTES

Director Sparks moved to approve the September 24, 2021, Special Meeting Minutes. Director Mcelley 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 \$119,865.25, plus Supplemental Checks of \$24,929.06, plus Benefits Checks of \$29,853.39, plus HRA Disbursements of \$2,487.05, for a total of \$177,134.75. Director Diffendaffer seconded, and the motion passed unanimously.

MANAGER'S REPORT

Manager Tooker reviewed the August 2021 Manager's Report (*10/02/2021 File, Manager's Report*).

INFORMATIONAL REPORT

Assistant Manager Reinertsen presented an Informational Report (*10/07/2021 File, Staff Reports, Drought and Drip Status*) on the current drought conditions reporting that we remain in a D3 and D4 status. The DRIP Committee continues to work with the Growl Agency to tie local conditions to

the message they are sending out to the public as it relates to regional, basin-wide conditions by utilizing billboards and social media through the end of the year.

EXPRESS AGENDA

Director Slauson made the motion to approve the Express Agenda items as presented. Director Diffendaffer seconded, and the motion passed unanimously. The Express Agenda items are as follows:

Project 2021-02 McDonalds/Denny's New Waterline Project – This project is on hold due to supply chain shortages with the availability of 8 and 10-inch pipe and fittings. Pipe is being secured as it becomes available. The cost of this project to the District is significantly higher at this time and Staff recommends beginning work by next Spring. Informational only.

UNFINISHED BUSINESS

2020 FY Audit – Staff reviewed the FY 2020 Audit prepared by Chadwick, Steinkirchner, Davis & Co. P.C. (10/07/2021 File, FY 2020 Audit) Items of the Audit discussed were the Statement of the Net Position, Increase in water sales and the Budgetary Highlights. Overall, the Audit represents the District is in good financial health. Director Diffendaffer moved to approve the FY 2020 Audit Report and authorized Staff to submit to the appropriate agencies. Director Mcelley seconded, and the motion passed unanimously.

Project RM2019-01.4 Middle Tank Repairs Phase 4 Slope Stabilization – Assistant Manager Reinertsen presented a Staff Report (10/08/2021 File, Staff Report, Project RM 2019-01.4) regarding the construction activities for Phase 4 Final Design and Construction Documents of the Middle Tank Project. Contract award recommendations would be presented at the December 2, 2021, Regular Board Meeting. Director Mcelley moved to proceed with advertising of Project RM2019-01.4 Middle Tank Repairs Phase 4 Slope Stabilization. Director Diffendaffer seconded, and the motion passed unanimously.

2022 FY Budget- Manager Tooker presented the Draft 2022 Budget that was reviewed by the Budget Committee. Operating Expenses for each department were reviewed thoroughly and any significant increases or decreases for 2022 were discussed.

Director Slauson moved to set the Budget Hearing for the District's FY 2022 Budget for December 2, 2021, at 5:00 pm authorizing Staff to secure the necessary postings and advertisement. Director Diffendaffer seconded, and the motion passed unanimously.

NEW BUSINESS

Manager Position Announcement – Chairman Peck stated Clifton Water District Board of Directors is pleased to officially announce the selection of Ty Jones as the District's future Manager.

Mr. Jones will usher in new leadership for the District stepping into the shoes of the retiring Manager. Mr. Jones brings with him 21 years of progressive experience in the water industry including managing Customer Service, Accounting, and Distribution Systems and Material Supply.

Mr. Jones will be joining the District on October 18, 2021

Project 2021-06 Mesa County 34 Road Bridge Replacement Project – Assistant Manager Reinertsen presented a Staff Report (10/08/2021 File, Staff Report, MESA-34-F.9A Bridge Replacement Project) describing the District’s participation in Mesa County’s 34 Road Bridge Replacement Project. The waterline upgrade/replacement will be performed by the County’s construction contractor, via a Memorandum of Understanding (MOU) between the County and the District. This project was not originally included in the District’s Non-Operating 2021 Capital Projects Budget. Staff is recommending proceeding with this project via the MOU Agreement developed between both entities. Director Diffendaffer moved to direct Manger Tooker to sign the MOU on behalf of the District, for Project 2021-06 Mesa County 34 Road Bridge Replacement Project. Director Mcelley seconded, and the motion passed unanimously.

2022 Health Insurance – Staff discussed that the District’s previous provider Rocky Mountain HMO is no longer operating. Manager Tooker has been working with Home Loan and Colorado Employer Benefit Trust (CEBT) to provide comparable alternative employee health insurance for 2022. Health Insurance options will be presented to the Budget Committee for review and at the November 4, 2021, Regular Board Meeting.

2022 Board Positions and Election – Assistant Director Reinertsen discussed the Staff Report (10.7.2021 File, Informational Report, 2022 District Board Election) concerning the terms of each Board Member and the positions up for election in 2022. The current term of service status for the Board Members is as follows:

<u>Name</u>	<u>Current Term Expires</u>
Chairman Peck	2022 (Term Limited)
Director Mcelley	2022
Director Slauson	2022
Director Diffendaffer	2023
Director Sparks	2023

Information only, no Board action required.

EXECUTIVE SESSION

Manager’s Evaluation – The Board went into Executive Session at 6:58 PM to discuss Section 24-6-402(4)(f), C.R.S- Personnel Matters. The Board exited Executive Session at 7:19 PM. Chairman Peck moved to increase Manager Tooker’s annual salary by 5%. Director Mcelley seconded, and the motion passed unanimously.

ADJOURNMENT

The Regular Meeting was adjourned at 6:58 p.m. by Chairman Peck.

ATTEST:




Dale Peck



Stan Sparks



Melvin Diffendaffer



Michael Slauson



Dan McElley