

**MINUTES OF BOARD OF DIRECTORS MEETING
CLIFTON WATER DISTRICT
July 1, 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, Michelle Obadia, and Angie Beebe, Jake Lenihan, Tyler Lehmann and Branden Edmonds

REGULAR MEETING

Chairman Peck called the July 1, 2021, Regular Meeting to order at 5:05 p.m.

MINUTES OF THE June 3, 2021 REGULAR MEETING

Director Diffendaffer moved to approve the June 3, 2021, Regular 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 **\$135,108.71**, plus Supplemental Checks of **\$177,309.60**, plus Benefits Checks of **\$26,266.03**, plus HRA Disbursements of **\$2,506.98**, for a total of **\$341,151.32** except for check #38560 payable to MA Concrete Construction Inc. and check #38564 payable to WBS Coatings Inc. which are scheduled for action under Unfinished Business. Director Diffendaffer seconded, and the motion passed unanimously.

MANAGER'S REPORT

Manager Tooker reviewed the May 2021 Manager's Report (*05/06/2021 File, Manager's Report*).

EXPRESS AGENDA

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

Springbrook Software Upgrade – The Springbrook Software Upgrade project is finalizing one last program coding issue that allows the proper transfer of billing information that updates the online accounts of customers. Once the coding performed by Springbrook is completed the Upgrade Project will be complete and functionality and enhancements will be activated.

UNFINISHED BUSINESS

Drought Activity – Assistant Manager Reinertsen presented an Informational Report (07-01-2021 File, Staff Reports, Drought Response Plan 2021) summarizing the current Drought status and seriousness of impending water shortages statewide as the area remains in the D4 Exceptional Drought level. The future precipitation outlook is not positive which continues to elevate the concerns of water availability. The Board reviewed the Informational Report and the District's Drought Response Plan identifying conditions and actions that may need to be taken in extreme and persistent Drought. The Board discussed and stressed the importance of the District's action for a collaborative enhanced conservation messaging, watering restrictions, and potential implementation of Emergency Drought Rates to curb water use.

The Board directed Staff to prepare updated information for the August 5, 2021, Board of Directors Meeting a review of possible watering restrictions, messaging, and conditions for implementation of Emergency Water Rates, previously approved by the Board. The discussion will include conditions that may necessitate imposing mandatory actions to be taken by the District. Additionally, Staff will continue to work with the other local entities on the implementation of the Drought Response Plan and guidelines that have been adopted by the Grand Valley entities.

Manager Tooker also reported that the District is supplying approximately 1.5 Million Gallons a Day (MGD) to the City of Grand Junction in an effort help preserve water in the City's storage reservoirs. Staff proposed the idea to City Officials to facilitate the idea and delivery of supplemental water. The District has had a long-term agreement and relationship with the City and while water is available in the Colorado River, water delivery can be effectively implemented for the benefit of the community.

Project 2019-01.3 Middle Water Storage Tank – Phase 3 Coatings - Final Payment – The Board reviewed the Project 2019-01.3 Middle Water Storage Tank Staff Report (07-01-2021 File, Staff Reports, Project 2019-01.3). Director Diffendaffer moved to approve Final Payment for Project RM 2019-01.3, in the amount of \$69,155.47 to WBS Coatings, Inc. based upon successful completion and receiving no claims or liens associated with the Project. Director Slauson seconded, and the motion passed unanimously.

Project 2020-01 27-inch Transmission Line Upgrade - Final Payment – The Board reviewed the Project 2020-01 27-inch Transmission Line Upgrade Staff Report (07/01/2021 File, Staff Reports, Project 2020-01). Director Diffendaffer moved to approve Final Payment for Project 2020-01, in the amount of \$19,673.36 to MA Concrete Construction Inc. based upon successful completion and receiving no claims or liens associated with the Project. Director Slauson seconded, and the motion passed unanimously.

Project 2019 -01 Expansion/Renovation Administration Building Signage/Landscaping – Manager Tooker identified the need to create a landscape plan and incorporate appropriate building and location signage using native sandstone designs. It was the Board’s consensus to utilize a Xeric© landscape design and appropriate signage to identify buildings and entrances.

Project 2020-01 AWIA Evaluation – Assistant Manager Reinertsen reported that the District and Black and Veatch have completed the District’s America’s Water Infrastructure Act (AWIA) Risk and Resiliency Certification. The Certification was processed to the US EPA on June 25, 2021. Receipt of the Certification was received from the US EPA by the District, stating this regulatory requirement has been completed. Staff will begin working with Black and Veatch to complete the Phase 2 regulatory requirement, District Specific Emergency Response Plan incorporating components of the completed Risk and Resiliency Evaluation. Certification of completion of the Emergency Response Plan is due to the US EPA by December 31, 2021. This was an informational item documenting completion of Phase 1 of Project 2020-01.

NEW BUSINESS

Inclusion Request 346 32 ½ Road, Palisade CO 81526, Tax ID Number 2943-234-00-069 – The Board received and reviewed the Inclusion Request, and Petition for Inclusion from Murray D. and Lisa G. Thiessen, 346 32 ½ Road, Palisade CO 81526, Tax ID Number 2943-234-00-069. (07/01/2021 File, Inclusion Staff Reports). Director Mcelley made a motion to acknowledge the Petition for Inclusion from Murray D. and Lisa G. Thiessen of 346 32 ½ Road, Palisade CO 81526, Tax ID Number 2943-234-00-069 and officially set and advertise a Public Hearing to be held at the August 5, 2021, Board of Directors Meeting. Director Slauson seconded the motion and the motion passed unanimously.

2020 Financial Audit Extension Request – The Board reviewed a Staff Report (07/01/2021 File, Staff Reports, 2020 Audit) requesting an extension to file the 2020 Audit from the Office of State Auditor. Director Slauson made the motion to approve, and Director Sparks seconded, and the motion passed unanimously.

EXECUTIVE SESSION

Chairman Peck moved to enter Executive Session at 7:00 pm, to discuss Personnel Matters – Manager’s Position, per 24-6-402(4)(f) C.R.S. Director Diffendaffer seconded, and the motion passed unanimously.

All Staff exited the meeting. Manager Tooker and Michelle Obadia remained.

The Board exited Executive Session at 8:30 pm.

Director Mcelley moved to hold a Special Meeting/Study Session of the Board of Directors on July 7, 2021, at 4:00 pm at the Clifton Water District Office at 510 34 Road, Clifton Colorado for the purpose of developing a succession plan for the District Manager position authorizing

Staff to post the appropriate notices. Director Slauson seconded the motion and the motion passed unanimously.

ADJOURNMENT

The Regular Meeting was adjourned at 8:30 p.m. by Chairman Peck.

ATTEST:



Dale Peck



Stan Sparks



Melvin Diffendaffer



Michael Slauson



Dan Mcelley