

Lookout Mountain Water District
Minutes of Regular Meeting of Board of Directors
Monday, November 10, 2008
Highland Rescue Team Station

Present:

J. Roscoe, presiding	C. Shea	V. Murugaverl
D. Ranta	B. Smith	
C. Young	R. Cassens	
B. Siefert	D. Murray	
M. Mancini	L. DeMuth	

Convened: 8:30 a.m.

1. Minutes. Minutes of the October 13, 2008 meeting were approved as written [M-Ranta, S-Mancini, unanimous].
2. Operator's Report. (per written report from Treatment Technology)
 - a) The Upper Beaver Brook influent decreased from 431 gpm in September to 137 gpm in October. UBB is 57 inches below spillway.
 - b) The tree at UBB was removed as requested by MALT.
 - c) TLECC provided a preliminary proposal on installation of radio telemetry to replace Qwest line telemetry; they may go forward with the testing needed to produce a proposal (fee for testing).
3. Engineering Report.
 - a) Green report: Letter dated November 9th was reviewed which comments about the water year recently ended October 31st and recommendations for 2009.
 - b) Cassens report:
 - a) Mr. Cassens and Ms. Shea completed the main pipeline "map set." One copy was provided to TT and one for District files, along with a memo summarizing the sections.
 - b) Mr. Cassens provided a draft procedure for abandonment of existing water service connections; Ms. Shea reports that Lake Cedar Group affiliates are preparing to disconnect three taps at three tower sites on Cedar Lake Road next year and realized that a written procedure had been lacking.
4. Legal Counsel's Report.
 - a) Lateral Policy: The most recent version of the Acquisition or Acceptance of Laterals was approved [M-Roscoe, S-Ranta, unanimous].
 - b) LCG project: Mr. DeMuth reports that it is in the District's best interest to not prepare a letter at this time.
 - c) Riverside Irrigation Lease: Mr. DeMuth is working on whether the permit is still valid to determine how to proceed with the lease conditions.
 - d) 1943 Easement on El Rancho area property: Mr. DeMuth has prepared the vacate.
 - e) Private service meter policy: Mr. DeMuth is working on a draft.
5. Administrator's Report. Ms. Shea presented the financial statements of the LMWD for the month ended October, 2008. The proposed 2009 budget which shows the mil levy unchanged was reviewed along with some capital items.
6. Qwest claim. Ms. Shea reports that Qwest's agent is working on the claim for the breaks near El Rancho in August 2008.
7. Bank of the West update. Updated signature cards were completed.

8. Meter pit maintenance and rehabilitation policy. Ms. Shea reports that a handful of meter pits are problematic and requested that policy be updated so that meter pits and meter boxes needing maintenance and rehabilitation can be handled more effectively; Mr. DeMuth will draft a revised policy.
9. FEI Meeting. Mr. Roscoe, Mr. Siefert, and Ms. Shea met with Frchetti Engineering to review the project and a final letter and invoice were presented. Mr. Smith will follow up on the outstanding items (CIP outlet, erosion control, and stairs). The Directors authorized Ms. Shea to write a recommendation letter to FEI and the final invoice was approved for payment.
10. Beaver Brook Watershed. Ms. Shea reports that the USFS purchase for this year is cancelled due to federal funds being permanently diverted. Mr. Roscoe contacted MALT.
11. Easement debris and service line issue @ Ruby Ranch. Mr. Murray will review the site and make a recommendation for removing or covering debris left in the easement that is a hazard. The other concern is evidence of a private inactive service line running to an abandoned vault; further investigation is needed to determine whether the service line was ever disconnected at the main.
12. 836/846 Lookout Mountain Rd. The minutes reflect that there was a hearing for inclusion of 846 Lookout Mountain Road but that it was not processed (i.e. JeffCo records show that the property is not in LMWD). Ms. Shea reports a possible sale underway for both properties and it is hopeful that the lien will be paid. The situation can be reviewed as needed.
13. Contractor's contracts. Blacklock Integrated Services, Inc.'s proposed three year contract commencing 2009 was reviewed and the amended compensation was approved [passed]. A small group will meet with Mr. Smith to work on amending Treatment Technology's contract.

Subdistrict A (the meeting temporarily adjourned to enter into a Subdistrict A meeting).

According to the letters dated October 12th and October 17th between LMWD and Subdistrict A/Lookout Mountain Crest Home Owners Association, it was agreed that the excess funds remaining from the project plus interest earnings thereon should be refunded to the 16 property owners and Ms. Shea is granted the authority to administer these tasks [M-Ranta, S-Siefert, unanimous].

Regular Meeting adjourned, 10:21 a.m. [by consensus]

Respectfully submitted,

Christina B. Shea, Secretary