

Lookout Mountain Water District
Minutes of Regular Meeting of Board of Directors
Monday, November 9, 2009
Highland Rescue Team Station

Present:

J. Roscoe, presiding	C. Shea	I. Hardin
C. Young	B. Smith	
M. Mancini	R. Cassens	
D. Ranta	R. Nemer	

B. Siefert excused for hospitalization.

Convened: 8:30 a.m.

1. Minutes. Minutes of the October 12, 2009 meeting were approved as amended [by consensus].

2. Operator's Report. (per written report from Treatment Technology)
 - a) The Upper Beaver Brook influent was at 143 gpm in October, compared to 137 gpm last year. Due to the heavy snowstorm at the end of the month, UBB has not been accessed but is most likely close to overflowing or overflowing now. Treated water is still significantly less than last year, net of amount released to LM Reservoir.
 - b) Last month the Districts hydrants were exercised, lubricated, oiled and checked for pressure and Cl2 (about 30 including Buffalo Bill's Grave and Boettcher Mansion/Nature Center); a report was provided to the District and a few hydrants were recommended for further maintenance.
 - c) The monitoring by CCS on all three dams was completed this month and reports are expected.
 - d) Mr. Smith reports that the Stage 2 disinfection byproducts (DBP) testing (phase in period 2010 to 2013) results are not in compliance at this time.

3. Engineering Report.
 - a) Green report: No report.
 - b) Cassens report: Mr. Cassens had nothing to report other than he had worked on the 2010 capital budget items.

4. Legal Counsel's Report.
 - a) Easements: Nothing new to report.
 - b) Qwest Claim (Executive Session: The board entered executive session for the purpose of receiving legal advice on an ongoing dispute at 10:31 a.m.; ended at 11:00 a.m. [M-Ranta, S-Mancini, unanimous]. The \$8,500 offer from Qwest was presented to the board and it was rejected.
 - c) District Boundaries: Ms. Nemer reported on work on pending Inclusion and Exclusion orders.
 - d) Bylaws: The Bylaws as written (previously reviewed and revised) were approved and adopted [M-Ranta, S-Roscoe, unanimous].
 - e) 404 Permit issue: Ms. Nemer commented on the matter by a confidential memo to the Board prior to the meeting. The original consultant on the project, ERO, provided an estimate for working on the matter; ERO will be directed to provide a review and recommendation based on Steve Dogherty's email dated 11/03/09, item "Locate and Review the Permit and Mitigation Plan" [M-Young, S-Ranta, unanimous].
 - f) Electronic Mail Policy: A Resolution on the "Adoption of a Policy for the Management of Electronic Communications and the Colorado Special District Records Retention Schedule" was approved and signed [M-Ranta, S-Mancini, unanimous]. Ms. Shea is appointed as the official custodian and shall submit a proposed plan to the Board on or before February 8, 2010, per the Resolution.

- g) Enterprise Bond Requirements: Ms. Nemer will review this matter and prepare a memo.
 - h) CCHS isolation valve: Ms. Nemer noted that a letter of response went to CCHS regarding the issues related to a recommended isolation valve.
5. Administrator's Report. The financial packet including financial statements, budget to actual, and the check register for the current period showing related invoices was distributed; no objection to any item was made, and the President signed the checks as listed in the register (Treasurer unavailable). Ms. Shea reviewed the budget to actual for the ten months ended October, 2009. A draft of the 2009 Transparency Notice was distributed and will be sent with the November bills and posted on the website.
 6. JeffCo Local Hazard Mitigation Plan. Mr. Roscoe presented an overview of the process to date, the role of LMWD, and the remaining timeline: public meeting in December, a preliminary draft of the plan in January, and final is expected to be complete in June. He intends to prepare a report to the planners specifically addressing LMWD issues. In the course of conversation about dam failure and flooding, Mr. Cassens notes there is an emergency/alternative access which could benefit some Beaver Brook Canyon residents affected by lack of access due to flood; there is a recorded easement by CCC Sheriff for providing access to homes above the north and south confluence from the top of the Saddleback area.
 7. 2010 Budget. The proposed 2010 Budget was reviewed and discussed, primarily the list of capital items and financing for them; draft resolutions were reviewed and no changes were recommended. For the Elmgreen area main replacement, Mr. Cassens is authorized to move forward with the construction package, with contract documents to be reviewed by Ms. Nemer (estimated engineering costs at \$10-12K) [M-Young, S-Ranta, unanimous]. Ms. Shea provided a memo on policy issues for consideration prior to a lateral metering implementation.
 8. DEO Appointed. Christina Shea was appointed as the Designated Election Official for the May 4, 2010 Election; two offices will be on the ballot. [M-Ranta, S-Roscoe, unanimous].
 9. 2010 Meeting Schedule. The 2010 meeting schedule was approved (2nd Mondays at the Highland Rescue Station at 8:30 a.m., representing no change) [M-Ranta, S-Mancini, unanimous].
 10. Ira Hardin. Mr. Hardin, the owner of a 6" lateral ending near Aspen Road and Parkview Ave. (aka Poverty Gulch) noted that he is working on As-Builts of his line, as requested by Ms. Shea. He also notes he has an inactive tap for sale.
 11. Hidden Valley. Mr. Smith noted that due to well water quality issues, some residents in the Hidden Valley area (Stiles Drive, 54 homes) may be interested in service from LMWD. With appropriate water rights and an election it is possible that they could be served.

Regular Meeting adjourned, 11:22 a.m. [by consensus]

Respectfully submitted,

Christina B. Shea, Secretary