

Lookout Mountain Water District
Minutes of Regular Meeting of Board of Directors
Monday, February 8, 2010
Highland Rescue Team Station

Present:

J. Roscoe	C. Shea	D. Murray
C. Young	B. Smith	J. Hermanussen
M. Mancini	R. Cassens	
D. Ranta	R. Nemer	

Convened: 8:30 a.m.

1. Call to Order. President Roscoe called the meeting to order at 8:40 a.m.
2. Minutes. Minutes of the January 11, 2010 meeting were approved as amended [M-Ranta, S-Mancini, unanimous].
3. Operator's Report. (per written report from Treatment Technology)
 - a) The Upper Beaver Brook influent was at 209 gpm in January, compared to 77 gpm last year and is 3" below spillway.
 - b) LM Reservoir now has about 82 AF; Mr. Smith plans to have Greg Hammer take a look at the discharge there, which has had some intermittent flows.
 - c) Hidden Valley Mutual Water Co.: Mr. Smith reports that the group is working on financing with CRWA which requires a PER (Preliminary Engineering Report); the PER will discuss engineering alternatives, one of which would include the concept of obtaining water from LMWD to blend down contaminants to an acceptable level; the project timeline requires work to be started in 2010 as required by the stimulus funding. After discussion, it was agreed that the next step would be for HVMW to submit a formal request for an evaluation of this alternative agreeing to cover out of pocket costs incurred by LMWD.
 - d) Treatment Technology had a preliminary meeting with Evergreen Fire to prepare for their ISO review on February 16th; there are eleven LMWD hydrants within EFPD, all of which have been recently checked and exercised, excepting CCHS's four hydrants.
 - e) Mr. Smith wanted to let everyone know that Mike Wharton, who has worked for Treatment Technology on the LMWD system for many years, has retired from Treatment Technology.
4. Engineering Report.
 - a) Green report: Mr. Green's report dated February 5th was reviewed; he separately reported that through January 31st, LMWD has stored 46 AF out of priority in accordance with the winter storage plan.
 - b) Cassens report: Regarding the west end Elmgreen area replacement, Mr. Cassens reported that the contract documents are complete and the easement review work is still in process but appears to be clear for the most part. Ms. Shea reported that Mr. Polhill had questions about whether the replacement option was the best way to go; Mr. Cassens explained that the line is 68 years old, has evidence of electrolysis, a history of increasing, expensive, and lengthy repairs, that every time a repair occurs while having reduced and then increased pressure tends to find the next weakest area(s); also, the location of the main transmission line and related outages in this area would result in 100% of customers and their stored water being affected.
 - c) Lateral and Main Metering: After request by Mr. Mancini and discussion, Mr. Cassens is directed to prioritize a lateral and main metering program based on previous work, including engineering estimates [M-Mancini, S-Ranta, unanimous].

5. Legal Counsel's Report.
 - a) Financing for Main Replacement: LMWD received a proposal from MSG today and it was briefly reviewed. Ms. Nemer reports that Wells Fargo is now willing to consider new financing for this project under an equipment lease and we can expect the proposal soon. Depending on timing, a special meeting may need to be called.
 - b) 404 Permit issue: ERO is working on the matter; expect a revised letter soon.
 - c) Qwest claim: Ms. Nemer has nothing new to report since the meeting.
 - d) Amendments 60 and 61: Ms. Nemer is working with other districts on these.
6. Administrator's Report. Ms. Shea reviewed the financial packet for the month ended January 31, 2010. Ms. Shea provided an update with a log of main break occurrences. She also provided a breakdown of water usage and revenue by tap type for 2009; to further this analysis, she is to prepare a few models to show how increases in the base rate or other rates could contribute more to operating costs. Ms. Shea reports that Colorado Rural Water invited LMWD to attend their annual meeting and Mr. Smith will likely attend.
7. Treasurer'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 Interim Treasurer signed the checks as listed in the register.
8. JeffCo Local Hazard Mitigation Plan. Mr. Roscoe noted that the group has a 1st Draft of the plan but he did not attend the January meeting.
9. Director Vacancy and Special Meeting (cancelled). In the interest of making the committee meeting open to the public, the committee decided that a special meeting be held on January 18th. A public notice was posted and the meeting was attended by Directors Roscoe and Young, Administrator Shea, and district residents Ron Thomte, Carole Lomond, Dennis Polhill and Dave and Patti Stajcar. With no quorum, the meeting was cancelled and a lengthy working discussion took place.
10. Appointment of Ronald Thomte. Mr. Roscoe recommended that Mr. Ronald Thomte be appointed to fill the vacancy for the period between now and the next election and after discussion, he was duly appointed [M-Roscoe, S-Young, unanimous]. Mr. Roscoe also recommended that Mr. Thomte run for election.
11. 2010 Election – Mail Ballot. After discussing the merits and costs of both a polling place and a mail ballot election, the DEO is ordered to follow the procedures to have a mail ballot for the upcoming election, including the filing of a mail ballot plan with the Secretary of State [M-Ranta, S-Roscoe, unanimous].
12. Electronic Communications and Records Policy. A draft of the policy as previously provided was reviewed and approved [M-Ranta, S-Mancini, unanimous].
13. Distribution System Features - Planning Committee. Ms. Shea and Mr. Smith invited any interested Directors to attend a planning committee meeting to address various features of the distribution system including locations of valves, curb stops/shut offs, meter pits or interior meters and service meter replacement planning. The goal of the committee is to formulate a plan to obtain and log location data and add markers as needed for these system features and to prepare in the long term for service meter replacement.
14. Public Comment, John Hermanussen. Mr. Hermanussen observed the meeting but stated that he had no comments.

Regular Meeting adjourned, 11:27 a.m. [by consensus]

Respectfully submitted,

Christina B. Shea, Secretary