

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

Present:

J. Roscoe	C. Shea	D. Polhill
C. Young	B. Smith	J. Hermanussen
M. Mancini	R. Cassens	K. Fordham
R. Thomte	R. Nemer	C. Schlueter

D. Ranta excused for travel.

Convened: 8:30 a.m.

1. Call to Order. President Roscoe called the meeting to order at 8:45 a.m.
2. Municipal Services Group, Inc. (MSG). Mr. Fordham and Ms. Schlueter of MSG introduced themselves and their firm and presented the proposal for financing of the Elmgreen area main replacement. In summary, the package is a lease purchase for \$400,000 of the LMWD storage tank for 5 years at 5.34% with no other origination costs, and quarterly payments. See 6a below.
3. Minutes. Minutes of the February 8, 2010 meeting were approved as written [M-Mancini, S-Young, unanimous].
4. Operator's Report. (per written report from Treatment Technology)
  - a) The Upper Beaver Brook influent was at 241 gpm in February, compared to 155 gpm last year and is 3" below spillway.
  - b) The house meter and backwash meter were installed at the Treatment Facility, however the backwash meter burst after installation; they are working on this and the possibility of installing a magnetic meter on the pipe leaving the clearwell, all with the goal of obtaining an accurate count of gallons entering the distribution system.
  - c) A summary for the past 12 months showed that finished water quality is consistent and good. Since the test cost is \$80/month, it was agreed that testing will now be done on a quarterly basis.
  - d) Hidden Valley Mutual Water Co.: Mr. Smith reports that the group has an engineering firm, JVA, working on the PER and Benson gave the group the input that the LMWD had on the matter.
  - e) Treatment Technology met for the ISO review of Evergreen Fire; the ISO process will take about two months, and most likely will require 2-3 minutes of flow testing on the CCHS hydrants.
  - f) Mr. Smith attended the CRWA annual meeting and noted the CRWA may have a possible free leak detection program that he will look into.
5. Engineering Report.
  - a) Green report: Nothing new to report.
  - b) Cassens report:
    - 1) Lateral Metering, Main Metering and Leak Detection: Mr. Cassens reviewed three memos previously provided to the Board dated March 5, 2010, as titled: Lateral Metering Priority, Transmission Main Metering, and Leak Detection. He explained the benefits of magnetic flow meters, which would be feasible for three locations on the main (TF, Pump Station, Ashley Vault) at a cost of about \$11,000 each.
    - 2) Elmgreen main replacement: Mr. Cassens is working with Ms. Nemer on the easements.
    - 3) Mr. Young requested that later in the year Mr. Cassens provide a memo on an engineering estimate on all needed main and lateral replacement in the District.

6. Legal Counsel's Report.
  - a) Ron Thomte: Ms. Nemer reported that the oath and bond have been filed for the newly appointed Director, Ron Thomte.
  - b) Financing for Main Replacement: After approving the modified proposal terms from MSG, Ms. Nemer was able to recommend acceptance of the package. After discussion, the Resolution approving the commitment and authorization passed, contingent upon the review and approval of the loan documents and credit [M-Young, S-Roscoe, unanimous].
  - c) 404 Permit issue: ERO provided a revised letter and the matter was tabled until the next meeting.
  - d) Fire District IGA updates: A draft of the proposed format was provided; once the Board has a chance to review it and then approve it at the next meeting, each IGA can be sent to the counsel for Foothills Fire and Evergreen Fire.
  - e) Qwest claim: Ms. Nemer has nothing new to report; Mr. Smith noted that he met with Ms. Nemer's investigator to show him the sites and the saved broken pipe section.
  - f) Proposition 101, Amendments 60 and 61: Ms. Nemer noted that the Board can consider adopting a position on these.
7. Administrator's Report. Ms. Shea reviewed the financial packet for the month ended February 28, 2010. Ms. Shea provided a breakdown of water usage and revenue by tap type for 2009 along with models showing how increases in the base rate or other rates could contribute more to operating costs. Ms. Shea reports that The Farmers Highline Canal and Reservoir Company provided notice of the annual stockholders meeting later this week.
8. 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.
9. JeffCo Local Hazard Mitigation Plan. Mr. Roscoe noted that he would be reviewing sections of the draft plan.
10. 2010 Election. Ms. Shea reviewed the key items that have and will soon occur on the election calendar; four candidates will be running for two positions and the mail ballot plan was approved by the State.
11. Public Comment, John Hermanussen. Mr. Hermanussen had some questions and comments.

Regular Meeting adjourned, 11:08 a.m. [by consensus]

Respectfully submitted,

Christina B. Shea, Secretary