

Lookout Mountain Water District
Minutes of Regular Meeting of Board of Directors
Monday, June 14, 2010
Highland Rescue Team Station

Present:

J. Roscoe	C. Shea	N. Montegani Holder
D. Ranta	B. Smith	H. Masini
M. Mancini	R. Cassens	
C. Young	D. Murray	
V. Murugaverl	R. Nemer	

Convened: 8:30 a.m.

1. Call to Order. President Roscoe called the meeting to order at 8:36 a.m. and welcomed the newly elected Director, Dr. Verl Murugaverl.
2. Minutes. Minutes of the May 10, 2010 meeting were approved as written [M-Ranta, S-Mancini, unanimous].
3. Operator's Report. (per written report from Treatment Technology)
 - a) The Upper Beaver Brook influent was at 1,043 gpm in May, compared to 1,159 gpm last year and is overflowing the spillway.
 - b) Free river conditions exist currently, so releases are being made into LM Reservoir at the maximum rate that the TF can handle.
 - c) Leak Detection: The CRWA completed leak detection on a section of main pipeline (1942) from the top of the steep section at Soda Creek to the abandoned vault on Ruby Ranch Road, a section of about one mile, in May; this area was selected first due to its difficulty of access and ruggedness. No leaks were detected. Minimum leak size they said can be detected is 0.25 gpm.
 - d) Dam Inspections: All three dams were inspected on June 3rd and we are awaiting reports. New high elevation dam requirements are still unknown; Ms. Shea will check the website to see if anything has been published.
 - e) Main metering: Mr. Smith reports that the mag meters looked at before will not work for the Treatment Facility; they have located some mag meters that will register low enough flows and will get these ordered.
4. Engineering Report.
 - a) Green report: Mr. Green provided an email update dated June 11th; he will check in with Golden to see what our options might be for the stored Golden water.
 - b) Cassens report:
 - 1) Main Replacement Project: Mr. Cassens reviewed the bidding process, bid tabulation and reference check results, and provided a letter recommending that the low bidder, JBS Pipeline, be awarded the contract. Ms. Nemer noted that the legal review indicated that JBS Pipeline was acceptable. JBS Pipeline is awarded the contract and authorization is given for officers to proceed with execution [M-Ranta, S-Roscoe, unanimous]. It was also noted that property owners have received notice and Mr. Cassens reviewed some of their responses. Regarding the valve included within the project near the CCHS tap, Ms. Shea will send a letter giving them options to pay upon installation or billed over time.
 - 2) Main Metering: See 3e above.
 - 3) Leak Detection: See 3c above.
 - 4) Lateral Metering Project: Mr. Cassens reviewed his letter dated June 12 showing that only one proposal was received for the four lateral meters identified in the March 5 memo as High Priority and it is much higher than estimated; the proposal will be rejected and Mr. Cassens will work on getting interested bidders and lower prices.
 - 5) Pipeline maps/drawings: Mr. Cassens has digitized the majority of drawings for transmission main and laterals that he had and copies were provided on CD to contractors and Directors.
 - 6) System maps: Mr. Cassens brought a sample map from JeffCo Mapping with a district main overlay at scale of 1" = 500 ft; he will move forward on the project as directed.

5. Legal Counsel's Report.
 - a) Qwest Claim: Still awaiting the Higgins firm conclusion letter.
 - b) 404 Permit issue: The quote from ERO to work on finalizing the 404 permit was reviewed and an alternative method to accomplish a final report will be looked into.
 - c) Fire District IGA updates: Minor revisions on the IGAs were received by the fire districts and are acceptable so the final documents can be executed [M-Ranta, S-Mancini, unanimous].
 - d) Amendments 60 and 61, Proposition 101: A memo on these items as related to special districts was reviewed by Ms. Nemer; the impact is considered to be significant and should be further analyzed by Ms. Shea. The board will likely consider adopting a resolution, which Ms. Nemer will draft.

6. Administrator's Report. Ms. Shea reviewed the financial packet for the month ended May 31, 2010. Ms. Shea will write a letter to Ann Siefert thanking her late husband for his service to LMWD. The Drinking Water Revolving Fund Survey is due at the end of the month and Ms. Shea will file it with the State.

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 Treasurer signed the checks as listed in the register.

8. 2009 Audit Report. David Masini and Nicole Montegani Holder, auditors from Mansini and Co., presented the 2009 Financial Report (Audit Report); acceptance will be postponed until next meeting.

9. JeffCo Local Hazard Mitigation Plan. Nothing new to report.

10. Election of Officers. Mr. Roscoe was elected as President and Mr. Young was elected as Treasurer [M-Ranta, S- Mancini, unanimous]. Mr. Ranta was elected as Vice President [M-Roscoe, S- Mancini, unanimous].

11. MSG Delivery Certificate. The funding for the Main Replacement Project (see 4b1 above) is complete; the collateral was delivered and the funds have been received which was acknowledged by signing the Delivery Certificate and Cross-Receipt at the request of MSG.

Regular Meeting adjourned, 11:24 a.m. [by consensus]

Respectfully submitted,

Christina B. Shea, Secretary