

Lookout Mountain Water District
Minutes of Regular Meeting of Board of Directors
Monday, January 10, 2011
Highland Rescue Team Station

Present:

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

V. Murugaverl excused for travel problems due to inclement weather.

Convened: 8:30 a.m.

1. Call to Order. President Roscoe called the meeting to order at 8:37 a.m. Mr. Roscoe reviewed a written "new year's resolution" and requested that the Board consider adoption of enumerated programs.
2. Minutes. Minutes of the December 13, 2010 meeting were approved as written [M-Roscoe, S-Young, unanimous].
3. Operator's Report. (per written report from Treatment Technology)
 - a) The Upper Beaver Brook influent was at 151 gpm in December, compared to 234 gpm last year and is 4 feet below spillway. Mr. Smith's report indicates that treated water is significantly down compared to this month last year (water leaving the TF is now metered, not estimated).
 - b) Wilson-Kniffen Lateral repair: A 4" line was repaired on Aspen Rd. The break resulted in collapse of a section of Aspen Rd. with a mudslide onto private property (Barrett). The road has been partially repaired, but a retaining wall will need to be built to stabilize the Right of Way. The homeowner's insurance does not seem to cover "dirt" and at this time it appears that no significant structural damage occurred, but mitigation and landscaping work will be needed. See 5d below.
 - c) Automated Service Meters: Mr. Smith will follow-up with more detailed costs for the drive-by meter reading system.
 - d) Air Relief Valve Work: As part of the 2010 capital projects, the work is just about complete.
 - e) UBB monitoring: For this project, Mr. Smith reports that a fixed bandwidth system will work, and it would be best to purchase the 10-year FCC license to include the whole telemetry area; telemetry now provided over Qwest lines would be replaced with radio.
4. Engineering Report.
 - a) Green report: Nothing new to report. Mr. Roscoe notes he is working with Mr. Green on the size of the watershed used in the calculations (6.4 square miles v. 8+ square miles).
 - b) Cassens report:
 - 1) Main Replacement Project: See 8 below.
 - 2) Lateral Metering Project: Mr. Cassens reported that JBS has scheduled the work for both installations (Paradise Hills and Weller) for later this week. Mr. Smith notes that new regulations for bacti testing after outages could result in 32 hour outages, he will check with the state to see how it impacts these outages.
 - 3) 1 MG Storage Tank: Mr. Cassens recently reviewed the plans and commented that options existed to improve circulation that could work around the post-tensioned design.

5. Legal Counsel's Report.
 - a) FFPD IGA: The IGA was signed by FFPD and LMWD may now execute it for LMWD [M-Ranta, S-Mancini, unanimous].
 - b) Ms. Nemer reports that the DeMuth Diligence filing has been made and a copy was provided to LMWD.
 - c) Ms. Nemer reports a lien was filed against a customer.
 - d) Wilson-Kniffen Lateral/Jefferson County: After the Aspen Road lateral break was repaired, JeffCo did emergency repairs to the road so that it was safely passable. Ms. Nemer is passing on comments from Mr. Gene Bennetts (JeffCo Transportation and Engineering): Now that the County is aware of the distinction between private laterals and District main, he advises that had the work not been an emergency, JeffCo would have expected the owners to repair it, subject to required bonding and permits. JeffCo is requesting that LMWD assist in collection of costs incurred by the County during the emergency road repairs by billing lateral members directly on water bills on behalf of the County. The cost has not yet been provided. Mr. Cassens noted that Jefferson County approved the Service Plan with private lateral ownership. A committee comprised of Mr. Mancini and Mr. Ranta was appointed to consider and approve or deny the County's request; they will also be responsible for reviewing the final version of the Lateral letter in item 10 [by consensus].
6. Administrator's Report. Ms. Shea reviewed the financial packet for the month ended December 31, 2010; she noted that the Transparency Notice and other required annual notices and filings including the 2011 Budget are underway.
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. Main Replacement Project. In regard to the CCHS insurance claim, JBS maintains that liability should rest with the locate company (contracted by JBS) since the damage to the main was due to mislocation. The retainage payment is due, but Ms. Nemer advises that it should be withheld until 180 days have passed from the date of occurrence, at which time a claim cannot be made against LMWD (near the end of January).
9. JeffCo Local Hazard Mitigation Plan. The final version is now available on CD-Rom; copies of the executive summary, the Board of County Commissioners Adoption Resolution and the sample resolution were provided as handouts; JeffCo has requested that LMWD adopt the Plan. Ms. Shea is to review the Plan and provide a memo to the Board.
10. Laterals. The letter to be sent out to customers in 2011 on Laterals was again reviewed; the detail data for each Lateral, which is to be inserted into each of the versions of the letter, is incomplete; Mr. Cassens will provide some estimates to Ms. Shea so that the letter can be completed. The committee from 5d will approve the final version, so that it may go out before the next meeting.

Note: No new business, no public comment.

Regular Meeting adjourned, 11:25 a.m. [by consensus]

Respectfully submitted,

Christina B. Shea, Secretary