

RECORD OF PROCEEDINGS

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS THREE LAKES WATER AND SANITATION DISTRICT

HELD

Monday, April 10, 2017
6:30 p.m. at the Administration Building
1111 County Road 48
Grand Lake, CO 80447

A regular meeting of the Board of Directors of the Three Lakes Water and Sanitation District was held in accordance with the applicable Statutes of the State of Colorado.

The following Directors were present and acting:

Pat Farmer
Bill Heffron
Dan Knox
Les Shankland
Julie Gasner

Others present: Sally Blea and Mike Gibboni, Staff

CALL TO ORDER

Chairman Heffron called the meeting to order and opened for discussion the first agenda item.

COMMENTS BY THE CHAIR:

No comments by the Chair.

INTRODUCTIONS OF PUBLIC PRESENT

No other public present.

MINUTES

By **MOTION** and second, and by unanimous vote, the March 13, 2017 Minutes were approved as presented.

MATTERS BEFORE THE BOARD:

Bill Babich/Columbine Lake Lift Station No. 1: request for the installation of a shared lift station under Section 5.9 of the District's Rules and Regulations, with proposed exceptions to the Regulation

Mr. Babich was not present and therefore his request was not presented, but Mike explained the current status of the Lift Station that services his property and that of Mr. Goes, stating the he has not been able to come to an agreement with Mr. Babich. He would like to continue to work with Mr. Goes to install piping from the existing lift station that sits on the Goes' property to the right-of-way and continue in the right-of-way to the new lift station that will also be placed within the right-of-way. This would not involve the Babich property at all and will hopefully allow the District to move forward with the project. The existing lift station would continue to be owned and maintained by the District, although Mr. Goes and Mr. Babich would own their respective service lines that run from their homes to the existing sewer main which will remain in place. The Board concurred with his plan. A bid from Conroy Excavating will be obtained for this new design.

Resolution No. 2017-4-1: accepting District Manager Blea's retirement; adopting updated Manager Job Description; approving job announcement; and establishing a hiring committee and hiring process for the position

By **MOTION** and second, the Board unanimously approved the Resolution, which included the appointment of Directors Heffron and Knox to serve on the hiring committee along with Sally, and approving the number of top applicants to be interviewed by the committee to five, and choosing three finalists from the top five for the entire Board to interview.

Consideration of proposed revised Succession Plan for District Manager

Upon review of a re-draft of an existing Plan, the Board by **MOTION** and 2nd, unanimously approved the Succession Plan document for the District Manager.

FINANCIAL REPORTS

By **MOTION**, second and unanimous vote, the checklist for the month of March was approved. The Financial documents for March were reviewed and accepted as presented.

MATTERS OF DISCUSSION AS BROUGHT FORTH BY BOARD MEMBERS

None

CHIEF OPERATOR REPORT

See attached written report. He also reported that he is presently gathering information to complete the Asset Registry. It should be ready in June for a workshop to be set at that time.

DISTRICT MANAGER REPORT

The Board agreed to set the annual appreciation dinner for May 19.

With no further business before the Board, the meeting was adjourned at 8:00 p.m.


Sally J Blea, Reporting Secretary


Julie Gasner, Secretary/Treasurer