

RECORD OF PROCEEDINGS

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

HELD

Monday, November 13, 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 was called to order by Chairman Knox, at 6:30 p.m.

The following Directors were present and acting:

Pat Farmer
Dan Knox
Les Shankland
Julie Gasner
Matt Reed

Others present: Sally Blea, Katie Nicholls and Tim Good – Staff

COMMENTS BY THE CHAIRMAN

None

INTRODUCTIONS OF PUBLIC PRESENT

None

ACCEPTANCE OF MINUTES

By **MOTION** and second, the October 9, 2017 Minutes were approved as presented.

By **MOTION** and second, the October 13, 2017 Special Meeting Minutes were approved as presented.

MATTERS BEFORE THE BOARD

Budget Hearing for 2018 – first hearing

It was noted that no public was present for the hearing. Sally reviewed the various fund documents. After a discussion regarding the increase in the modular and condominium maintenance line item, the Board agreed that the budget number should reflect the 2017 budget number. The Board directed Staff to reduce the rate study line item to \$30,000. A discussion ensued regarding the SCADA system telemetry and expansion; the Board directed Staff to add a new line item for Engineering – SCADA Improvements, the amount to be determined by Staff after consultation with Kennedy/Jenks. Staff will also create a “recording” line item for posting of Grand County recording fees. A “consultant” line item will be created for Sally’s 6-month consulting fees that will begin after January 5, 2017, as opposed to inserting the fees in the payroll line item. The Board agreed to pay her \$1000 per month and an hourly rate for any hours worked beyond 10 hours per month. There being no further changes requested to the Budget documents, the Board directed Sally to proceed with finalization of the Budget documents for approval at the December meeting.

By **MOTION** and second the Board directed that eligible employee bonus dollars be rolled into each employee’s base pay amount for 2018 going forward, and effectively abandoning the bonus program.

PUBLIC COMMENT

None

FINANCIAL REPORTS

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

Director Shankland requested that the financial reports be consolidated, subtotaed, and various other specific changes. The Board agreed to consider his ideas and directed Staff to meet with him to discuss his ideas.

MATTERS OF DISCUSSION AS BROUGHT FORTH BY BOARD MEMBERS

Director Shankland stated that he would like to see the Board make the change to the Rules & Regulations as to the acceptance of septic systems, occur sooner than March. A discussion ensued regarding the timeline and matters coming before the Board in the next few months. The Board directed Staff to add an agenda item to the December meeting to discuss the matter of septic systems.

CHIEF OPERATOR REPORT

See attached written report. Tim also reported that the digging on the wet well in Columbine Lake is expected to start tomorrow.

DISTRICT MANAGER REPORT

Sally reported on the upcoming election. All seats are open for election with the exception of Director Farmer. There will be two 2-year positions and two 4-year positions available. She stated that whenever the forms are available she will get them to the Board.

Chairman Knox announced that due to work related conflicts he would be unable to fulfill his obligations to the District, and therefore he submitted his letter of resignation today. He stated this would be his last meeting.

With no further business before the Board, the meeting was adjourned at 9:21 p.m.


Sally J Blea, Reporting Secretary


Julie Gasner, Secretary/Treasurer

November, 2017
Chief Operator Report

Lift Stations /Call Outs:

All Lift Stations are operating properly.
We continue to monitor Best View Lift Station until repairs can be completed.

Treatment Plant:

Operating normally. We continue to work with Kennedy/Jenks on the copper issues as well as Northern Water on the possible nutrient reduction and treatment. We will continue testing to determine the next course of action.

Water Systems:

1. North Shore: Operating normally.
2. Columbine: Operating normally.

Other:

Conroy Excavating will begin construction on the Columbine Lift Station and the hope is to have it completed by the end of the year.

Beach Lift Station renovation is moving along and should also be complete by the end of the year.

Construction of the CR 472 line extension and the relocation of the force main at 2180 Grand Avenue have been completed.

Mike