

PSWD-WE Agenda - February 28, 2001

Meeting Format: *The meeting will commence at 7PM. In order promote attendance and customer involvement, the agenda has been arranged so that customer issues are discussed at the beginning of the session. Regular business operational issues are discussed following the customer issues.*

Agenda review & approval

Emergency Water Plan Status

- Water production status and reports
- Discussion - Alert status & Emergency rates
- Status of \$25K fund surplus from water billings
- Reservoir discussion - actions (Continuing discussions)

Customer concerns

Professional's report *(This report will be presented to the directors in writing and will be reviewed only if there are specific questions.)*

- Chemical pit improvement project -Pit 8
- New storage tank status

Acceptance of January meeting minutes

Administration clerk's report *(This report will be presented to the directors in writing and will be reviewed only if there are specific questions.)*

Treasurer's report *(The board expects to review the hauling expenses)*

Technician's report *(This report will be presented to the directors in writing and will be reviewed only if there are specific questions.)*

Old business

- Ruppert rental property discussion

New business

- Direct "owner" billing in all rental situations
- Empowerment discussion

Executive session *(Personnel discussion if necessary)*

- Employee review

Adjournment

**Minutes of the Regular Meeting of the Board of Directors of the
Pinewood Springs Water District's Water Enterprise
2-28-01**

The regular meeting of the Board of Directors of the Pinewood Springs Water District's Water Enterprise, Larimer County, Colorado, was held in accordance with the applicable statutes of the State of Colorado on 2-28-01 at the Pinewood Springs Firehouse. The meeting was called to order at 7:12PM by President Mike Keilty.

ATTENDANCE: The following directors were present constituting a quorum: Mike Keilty, Gary Clements, Linda Mootsey, Andy Sharp and Meg Rotan. Also present were Frank Novak, Ron Savage, Renee Meyers, Mark Upton, Jill Fabel, Cheri Brown and Laurel Shaw.

Emergency water plan status: The Board reviewed the expenses and invoices for water sales and determined we need to keep the current emergency water rates. Currently not hauling-hauling to resume if tanks get down to 400K.

Reservoir discussion: Mike Keilty reported the attorneys are beginning research into the PWS Corporation. Terracon scheduled to do test borings in the next 2 weeks. Jill Fabel commented that PSPOA is looking forward to working with the Water District on the Crescent Lake project and asked to be kept updated on the situation. Jill also asked if a method of communication between the two Boards could be established. E-mail will be used for informal communication and attendance at the respective meetings will be a formal means of communication.

SPECIAL REPORT FROM FRANK NOVAK: Frank brought up the possible need for inspection of the surface preparation of the new tank. Frank stated that it would be in the best interest of the district to have a tank surface inspection. The Board agreed not to do the inspection and rely on the supplier's integrity.

- CUSTOMER CONCERNS:**
1. Jill Fabel indicated the Pb testing done at her house was higher than normal probably because the sample was taken from a tap that is rarely used. Ron Savage said she will have to have her house retested next year.
 2. Mark Upton asked about the leak status, he was updated on the leak detection team's previous findings.

MINUTES: Minutes of the January meeting were accepted as read. Motion to accept the minutes by Gary Clements Approved unanimously

OFFICE MGR'S REPORT: Linda and Gary are to draft and send letter to high users reminding them to conserve. Renee has made up a rough draft of the CCR Report. No disconnect notices this month. 17 friendly reminders sent out.

TREASURER'S REPORT: Linda received a proposal for CPA services. She will compare their costs to current costs for the next meeting. \$7,719.90 remains of the \$25,000 State grant for hauling expenses.

WATER TECHNICIAN'S REPORT: Water production from the river averaging about 18,000gal/day. Still working on automating the plant-chlorine analyzer priced at \$2,864.35 which includes shipping and one month of reagents.

OLD BUSINESS: Rupert rental property-Mike Keilty filed in small claims court a claim on the rental deposit, scheduled for April 12, 2001 in Ft. Collins.

NEW BUSINESS: 1. Direct billing-Gary will research the Rules & Regulations to see if any wording exists covering billing of renters.
2. Wells-need to get list of wells and the status of each from Ron
3. Brazleton meeting-Andy has been unable to connect with Brazleton to set up a meeting, Andy wants questions and an agenda before the meeting

Gary motioned to move to executive session at 10:30PM to discuss personnel issues.
Return to regular session at 12AM.

Meg Rotan motioned to implement a pay raise for Renee Myers to 10.50/hr effective 3-5-01.

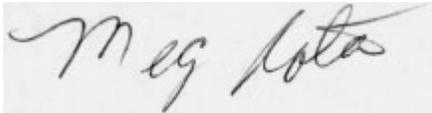
Approved unanimously

Gary Clements motioned to postpone Ron Savage's performance review until the May meeting.

Approved unanimously

Motion to adjourn by Meg Rotan, meeting adjourned at 12:05PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Meg Rotan". The signature is written in dark ink on a light-colored background.

Pinewood Springs Water District

Operational report Wednesday, February 2001

Date: Wednesday, February 28, 2001

From: Ron Savage Water Supervisor

Total water production February 1st through 27th

953,230 gallons

369,700 gallons from river

414,000 gallons hauled

169,530 gallons from wells

Water breaks: 0

All water meters read

Four frozen water meters.

Working on Zone meter calculations

Meter for 20K tank should be in next week

Instrumentation man will be in tomorrow to go over our needs to automate the Water Plant

Chlorine Analyzer Hach Model cL17 \$ 2864.35

Tanks 500 K 26 ft 10 inches 100k 19 ft 5 inches

Water production from river about 18,000 gallons/day avg.

February 28, 2001

To: Mr. Mike Keilty and Members of the District Board

From: Frank L. Novak

Re: Status Report

- 1) Chemical Pit Improvements-Pit #8-postponed till Spring
- 2) 500K Tank Project

Cactus Ridge Construction has completed the surface run-off deflector fence immediately above the site.

The Eidson Brown Minneapolis Tank Company has submitted their shop drawings for 1) Tank fabrication, 2) Tank calculations, 3) Surface preparation and paint schedule[^]) Tank disinfection, 5) Valves and valve boxes, and 6) Radiography (weld testing).! have reviewed all of these and have returned their copies to them with my comments.

Initial preparation of the steel plates is scheduled for the latter part of March in Eidson's Albuquerque shop.The foundation is tentatively scheduled for the latter part of April, with final completion scheduled by September 1, 2001.

While Eidson's contract price of \$163,923.04 covers the cost of constructing the tank, certain other additional costs can be anticipated related to the inspection of their work once it begins, and these are as follows:

A) Inspection of Raw Metal Surface Preparation (sandblasting)

The project specifications require that the interior and exterior metal surfaces be initially sandblasted to an SP-10 grade which is established by the Steel Structures Painting Council (SSPC), a national organization of the structural steel industry, whose criteria is incorporated by the American Water Works Association in their standards for water storage tanks.

The sand blasting of the metal in Eidson's shop is significant since it defines the integrity of the surface on which the succeeding coats of primer and paint depend, and therefore the duration of such coatings. Since the primer coat is applied to the metal almost immediately after it is blasted, the only effective method to secure an independent confirmation of the quality of the blast and its conformance with the project specifications is to have an inspection presence in the shop during the blasting, with the word "independent" meaning someone other than Eidson's own personnel.

This can be accomplished in several ways, ranging from 1) having District personnel procuring the blast criteria from the above mentioned SSPC, and then visiting the Eidson plant to observe the blasting operation, to 2) having a professional testing lab proficient in such inspection do this on the District's behalf.

I believe some level of independent inspection of the blasting would be in the District's best interests, and if the Board agrees, I would recommend the latter option.

I have made numerous phone contacts with companies in the Albuquerque vicinity in hopes of finding a lab local to the area to consider for this work, but could not locate one with the suitable background and expertise. I did locate one in Denver which has the expertise and is familiar with SSPC criteria, and based on an estimated 3 days of work required on their part in Eidson's shop, and their written certification of Eidson's compliance with our specifications, I estimate their charge for this service to be between \$2000 and \$3000, including travel and subsistence.

B) Confirmation of the Compactive Effort Done by Eidson in the Removal and Replacement of Certain Soils Directly Beneath the Base of the Tank

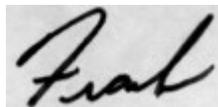
In both the Special Conditions section of the project documents, as well as Terracon's soil report which was incorporated in the documents, reference is made to a certain segment of soil presently at the tank site which must be removed and replaced to a certain degree of compaction. This was clearly described in the bid documents, and it is Eidson's responsibility to achieve such removal and compacted replacement as part of their contract price.

However, tests by a certified soils lab must be conducted on the compacted soil to confirm that the required degree of compaction was accomplished, and I estimate the cost for such tests to be approximately \$1500.

Another cost to consider in the overall effort to get the new tank in service is that of the piping materials to connect the new tank to the piping system at the existing facilities, which I estimate to be approximately \$1500--using C-900 PVC pipe.

There had been some earlier discussions about extending a new 6" line from the tank to a new hydrant to be set at a location on Elk Road, as yet undetermined, for ready access to the Fire Department, but the cost of materials for this is not included in the above \$1500. Based on current prices, this new line could be estimated at \$ 9 per lineal foot using ductile iron pipe plus \$2500 for the hydrant assembly, including tee and auxiliary valve.

Again, the above estimates are for material only, with it assumed that labor would be furnished by the District,



Pinewood Springs Water District
Water Enterprise

Administrative Clerk's Report

February 28,2001

1. There were zero disconnects this month, 17 Friendly Reminders were mailed out.
2. Rutes and Regs were malted to new home owners. (*Pat Pirman, 163 Apache; Brent Schoeb, 73 Moose; Jay Mahr, 1083 Kiowa*)Renters:(*Melissa Noble, 181 Deer; Steven Mercer, 465 Deer; Bill Joslyn 870 Kiowa*).
3. Water Tests for February were acceptable.
4. February 1,2001 billing info: Gallons Billed For - 542,300 258 Customers

Water Charges	\$ 3,694.60	Avg Chg, \$ 63.25
Base Rate	\$12,624.00	
Disconnect fee	\$ 0.00	
<u>NSF Fee</u>	<u>\$ 0.00</u>	
Total Charges	\$ 16,318.60	

NSF's 0

Total gallons Pumped: 964580 gallons