

PSWD-WE Agenda - May 17, 2001

Rescheduled from April 25, 2001

Meeting Format: *The meeting will commence at 7PM. In order to 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

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 500K storage tank project

Acceptance of February, March and April Special 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 FY2000 Audit)*

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 small claims court case report

New business

Tank payment process and authorizations
Apache line replacement
CBT share discussion (assignment)
Brazelton follow-up (assignment)

Executive session *(Personnel or initiative that require private discussions if necessary)*

Crescent Lake legal discussion
Personnel review

Adjournment

Minutes of the Regular Meeting of the Board of Directors of the Pinewood Springs Water District's Water Enterprise

5-17-01

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 5-17-01 at the Pinewood Springs Firehouse. The meeting was called to order at 7:10PM by President Mike Keilty.

ATTENDANCE: The following directors were present constituting a quorum: Mike Keilty, Gary Clements, Linda Mootsey and Andy Sharp. Meg Rotan arrived at 8:30PM. Also present were Frank Novak, Ron Savage, Cheri Brown and Patty Pirman.

SPECIAL REPORT FROM FRANK NOVAK: Update on new tank status. Frank addressed the structure of the old 100K tank and his concerns for having the new and old tank work in tandem. It was decided to discuss the lean of the old tank at a future meeting. Frank will obtain quotes on correcting the lean by the next meeting.

CUSTOMER CONCERNS: There were no customer concerns.

MINUTES: Minutes of the 2-28-01, 4-3-01 and 4-12-01 meetings were accepted with editorial changes. Motion to accept all three minutes with changes made by Gary Clements.
Approved unanimously

OFFICE MGR'S REPORT: Ron Savage needs to get the dump truck emissions tested so Cheri can get tags. Ron has previously been asked to do this a number of times. Board requested that Ron call John Payne and/or check for correspondence with information on lead and copper standard. We need to determine if any notice still needs to be sent out to the community this year. Board requested Cheri make some changes to the usage report.

TREASURER'S REPORT: Linda estimates that \$68,000 will be left from both bond monies after expenditures. Linda presented the budget audit done by Carl Henderson. Mike Keilty motioned to accept the audit as presented. Approved unanimously

WATER TECHNICIAN'S REPORT: Ron submitted information to the Board on Sensaphone equipment to further automate the plant. Cost would be \$1593.90. Ron also had information on a wireless remote system (Multipoint) to replace the phone line system between the May Avenue pit and the 20K tank. The cost would be \$1565.00. Mike motioned to approve the purchase of a Multipoint Wireless system up to \$1865 for installation and testing. Approved unanimously
Board decided to wait on the Sensaphone system.

- OLD BUSINESS:**
1. Floating rate structure proposed by Andy Sharp- Linda and Andy to get together to discuss it and to contact legal advice.
 2. Ruppert rental property-We have not been reimbursed per the court decision. Mike to pursue legal action.
 3. Housekeeping fee-Fire Board will apply the money already paid for the year 2000 to clean the firehouse to the year 2001.

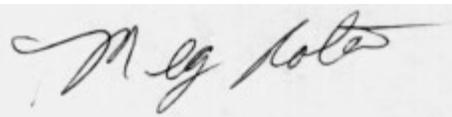
NEW BUSINESS: 1. Knapweed-Andy and Mike checked the Water District properties and signed up for the Larimer County spraying program for the 100K and 500K tank area and the firehouse property. It was decided to pull at the plant property due to the close proximity to the river. Pinewood Dr. area is being mowed by the neighbors. Hold off on LaChaumiere lot for now. The south side tank has a little knapweed. Grape spring is clean except near road edge. Property by Kiowa Dr. may be pulled by volunteers.

2. Open House-Ron will be at the plant for tours and Cheri will coordinate volunteers at the firehouse. Andy will be at the plant for pulling; Mike will man the south side tank and Kiowa areas.
3. Tank payment authorization-Mike Keilty motioned to allocate \$2130 for a change order on the new tank for the roof to be strengthened for snow loading. Approved unanimously
Mike Keilty motioned to spend an additional \$800 for stabilization of the portion of rock face at the new tank site. Approved unanimously
4. Payment for Eidson and change orders between meetings-Mike and Frank to approve change orders which can then be ratified at the next Board meeting. The Board determined that the payment process does not need changing to pay Eidson as suggested by Frank and our attorney. Three signatures are required on payment over \$10,000 which can be done without a meeting.
5. Apache line replacement-Mike and Frank discussed replacing that line. Board requested Ron talk to Mark Hanson about his knowledge of the history of that line. Board requested Frank do a project scope on the cost and extent of line replacement.
6. CBT shares-Board wants to know if we can purchase or lease shares. Longmont wants further information from us in regard to our plans for obtaining water shares for them to process for us in time of drought. The City of Longmont has signed their last monthly agreement with us until we have shown progress in this area. Meg to contact Northern Colorado Conservancy with questions.
7. Brazelton meeting-Andy to follow up with Mr. Brazelton as we have not heard back from him.
8. SDA-Gary wants to go to the seminar in Ft. Collins on 6-20-01 for a cost of \$50.

Mike Keilty motioned to go to executive session at 11:06PM to discuss his resignation, personnel issues and CPA. Return to regular session at 11:55PM

Mike Keilty motioned to increase Frank Novak's pay to \$25/hour. Approved unanimously
Meg Rotan motioned to adjourn the meeting at 12:05PM. Meeting adjourned.

Respectfully submitted,



Pinewood Springs Water District

Operational report April through May 17, 2001

Date: Thursday, May 17, 2001

From: Ron Savage Water Supervisor

Total water production April 2001

965838 gallons

714233 gallons from river

0 gallons hauled

251605 gallons from wells

Water breaks: 1 on Apache

All water meters read

6 water meters, replaced

Data Logger in and working for cL2 and Turbidity reports

Tanks 500 K 28 ft 1 inch 100k 22 ft 6 inches

Water production from river about 21108 gallons/day avg.

Homeowner at 334 Arapahoe received a bad bacteriological result, from Boulder County health. Water line was flushed, repeat samples taken and were negative. May 11, 2001

Water line was located for Pit #8, service pipes were run to site and foundation dug.

Water Plant site clean-up

May 17,2001

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

From: Frank L. Novak

Re: Status Report

1) Pit # 8 Upgrade

Completion of the concrete foundation is scheduled for May 18th. Tuff-Shed is scheduled for May 24th, followed by AAA Electric for May 29th.

2) 500.000 Gallon Tank

April 18th-The Larimer County Planning Commission unanimously approved the project.(I have filed an appeal with the County to waive the \$400 fee required by the County Planning Department for the Planning Commission's review, and to return it to the District, and have also asked for the waiver and return of another \$25 fee which the County wanted for them to consider the waiver of the \$400 fee.)

April 20th-The project Building Permit was secured from the Larimer County Building Department.

April 23rd-Lyons Excavating (sub-contractor to Eidson Tank Company) started on the tank foundation, and completed the work on April 26th.

May 1st and 2nd-Eidson sandblasted and prime coated the steel plates for the tank at their shop in Albuquerque.

Eidson has not been paid anything on their contract, though they have completed certain items and are entitled to some payment. They had planned to deliver a major segment of the materials for the tank this past Monday, May 14th, and include the value of such materials, along with completed items of work, in a partial pay request to be submitted to the Board at tonight's meeting. However, they were not able to deliver the materials as they had planned.

If the Board adopts the resolution whereby three members can approve a partial payment request without waiting until a next full Board meeting (per my E-Mail memo of May 10th) then they would like to wait until the materials do arrive-now scheduled for next week-and then submit a request for a partial payment which would include the materials.

A request for a payment to include materials stored on site is reasonable as long as the materials are stored on District property--as opposed to requesting payment for materials stored on Eidson's property in Albuquerque--and Eidson understands that.(though they initially had included in a partial pay request approximately \$50,000 worth of materials stored on their property, but then withdrew this request after my further discussions with them on this.)

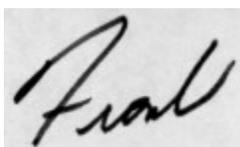
Several weeks ago it was determined that Eidson had not fully incorporated in their design the Larimer County Building Department requirement for the snow load on the tank roof, and they requested an additional \$2130 to do this. I believe we would have prevailed in any arbitration or mediation proceedings by claiming that they should have known what the precise snow load requirement was, but it could have involved perhaps \$3000 worth of the District's time in such proceedings to avoid the additional \$2130 requested by Eidson. Had they properly acknowledged the County requirement in their original bid price, it would have been \$2130 higher, but they still would have been low bidder and would still have been awarded the contract.

There was much discussion on this, but since it was a critical point which needed resolution in the interests of sustaining progress on the job, the increase in the Contract price of \$2130 was granted, but it should be ratified by the Board.(Change Order processing was also discussed in my 5/10 E-Mail.)

In another matter, not directly related to the 500K tank, but close, is the somewhat unusual condition of the existing and adjacent 100K tank. The first time I saw the tank in August of 1999, I noticed it was distinctly leaning to the north, and I was given to understand that it had apparently been accepted as being that way for some time.

A key element of having both the 500K tank and the 100k tank work in concert is the synchronization of the overflow levels of both so that they essentially operate as one. I took some precise survey shots on the tank, and in combination with some of Ron's observation, it became obvious that in its 24' height, the tank is 14" out of plumb, and the roof is similarly tipped. As such, its overflow elevation is presently not where it should be to properly work with the 500K tank.

A full load of 100,000 gallons represents approximately 417 tons of water. Having such a load in a leaning configuration is not normal, and it should be corrected. In this regard, I recommend that as soon as the 500K tank is on line, that the 100K tank be isolated and emptied, and a contractor specializing in "mud-jacking"-or forcing cement ground under a tipped floor-be retained to restore the tank back to a normal level condition--followed by its return to service.



Pinewood Springs Water District
Water Enterprise

Administrative Clerk's Report

May 17, 2001

Rescheduled to replace both April 25th and May 23rd meetings

1. There were three disconnects in April: W244-Mercer-465 Deer Ln-paid in full to reinstate; E011-Koturov-89 Hopi-balance due to reconnect-\$220.86; W18S-Langley-381 Cherokee-balance due to reconnect-\$224.60. 10 friendly reminders were mailed out for April. There were two disconnect notices mailed for May. The customers were given until May 31 to make payment 10 friendly reminders were mailed out for May.
2. Water Tests for April were acceptable.
3. Residents in Zone 14 (Apache) had repairs to the system. Residents on Arapahoe had concerns about unsanitary water. After flushing the system, all tests have come out normal. Received numerous calls about discolored water. Sent out postcard alerting of spring run-off.
4. We still do not have current tags on the dump truck. If necessary, I will go get temporary ones issued in order for someone to drive the truck down to renew them. The only charge involved will be for the emissions test
5. We received the refund check of \$1,384.00 for the workman's comp Insurance and it has been deposited.
6. April 1, 2001 billing Info: Gallons Billed For -566,010 259 customers

Water Charges	\$ 12,315.44	
Base Rate	\$12,528.00	
Disc/reins fee	\$ 0.00	
<u>NSF Fee</u>	<u>\$ 0.00</u>	
Total Charges	\$ 24,843.44	AvgCustChg \$95.92

NSFs 0

7. May 1,2001 billing info: Gallons Billed For-595,400 259 customers

Water Charges \$ 1,062.90

Base Rate \$12,528.00

Disc/reins fee \$ 300.00

NSF Fee \$ 10.00

Total Charges \$ 13,900.90

Avg Cust Chg \$52.29

NSF's 1(Akers/Bernhard acct)