

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
BACA GRANDE WATER AND SANITATION DISTRICT

JULY 19, 2019

9:00 A.M.

District Office - 57 Baca Grant Way South
Crestone, Colorado 81131

ATTENDANCE

Directors in Attendance:

Lynn Drake
Robert Salmi
John Loll
Michael Scully
Gregg Conlee

Also in Attendance:

Marcus Lock; Law of the Rockies
Cathy Fromm (via speakerphone for a portion of the meeting)
JoAnn Slivka; District Manager
Joshua Cichocki; Utility Superintendent
Andrew Sparr; JVA Consulting Engineers
Richard Hood; JVA Consulting Engineers
Michael LaDue; JVA Consulting Engineers
Leah Opitz; JVA Consulting Engineers (via speakerphone)

Members of the Public

Kevin Flewell; Baca Grande POA Executive Director
Daniel Gray; Community Member
Frank Judson; Resident Member

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Attorney Lock has discussed with the Board the requirements pursuant to Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Baca Grande Water and Sanitation District Board of Directors and to the Secretary of State. It was noted that a quorum was present and members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting. No new disclosures were made.

AGENDA

President Drake opened the meeting after introductions were made. Upon review of the Agenda for the District's Regular Meeting of the board, two additional items were added to the agenda.

Following discussion, upon motion duly made by Director Scully, seconded by Director Salmi and upon vote, unanimously carried, the Agenda was approved as amended to include a request from the Public Health Department and a discussion regarding application for the DOLA Challenge Grant.

CONSENT AGENDA

The board considered the following consent agenda items:

- Approve Minutes from the June 28, 2019 regular meeting.
- Review and accept the unaudited Financial statements for the period ending July 31, 2019 and current schedule of cash position.

Ms. Fromm reviewed the July financial statements with the board.

APPROVED: Following discussion, upon motion duly made by Director Loll, seconded by Director Salmi and upon vote, unanimously carried, the board approved the Consent Agenda.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA ONLY. COMMENTS LIMITED TO THREE MINUTES PER PERSON AND TAKEN IN ORDER LISTED ON SIGN IN SHEET).

- There were no public comments at this time.

BOARD AND STAFF REPORTS

The board reviewed and discussed the staff reports that are attached and incorporated herein by this reference.

Utility Superintendent Report:

- Mr. Cichocki presented a manhole rehabilitation project. He explained the Inflow and Infiltration (I &I) issue the district has experienced with the recent snow runoff and heavy rains. Director Salmi supports this and feels it is imperative. The board directed Mr. Cichocki to move ahead and work on a request for proposal for this project in order for the board to consider the project at a later date as it was not included in the 2019 budget.

Baca Grande POA Executive Director: At this point in the meeting, Mr. Kevin Flewell introduced himself to the board of directors. He is the new executive director of the Baca Grande POA. The board thanked Mr. Flewell for attending and we all look forward to working together.

September 20, 2019 Board Meeting: The September 20 board meeting has been rescheduled to September 27, 2019.

FINANCIAL MATTERS

Check Register: The board considered approval of the check register through the period ending July 19, 2019 as follows:

General Fund:	\$	4,438.21
Capital Projects Fund:	\$	23,271.51
Enterprise Fund:	\$	33,103.73
Total:	\$	60,813.45

APPROVED: Following discussion, upon motion duly made by Director Scully, seconded by Director Loll, and, upon vote, unanimously carried, the board approved the check register for the period ending July 19, 2019.

BOARD of DIRECTOR MATTERS

Challenge Grant: Director Loll discussed the decision made at the July 18, special meeting where the board moved to enter into a Memo of Understanding with the Colorado Energy Office. Dovetailing with this project is a Grant opportunity with DOLA (Department of Local Affairs) to assist with planning activities. Director Loll requests that the board move to send a letter of intent to DOLA to apply for the Challenge Grant.

APPROVED: Following discussion, upon motion duly made by Director Salmi, seconded by Director Conlee, and, upon vote, unanimously carried, the board approved staff to move forward to work on a Letter of Intent to submit to DOLA by the August 1, 2019 deadline.

Public Health Department: Request to install an air monitoring device on district property.

The district received a request from the San Luis Valley Public Health Partnership to install an air quality monitor on district property. The state health department has loaned a unit to the partnership for an extended period to expand the county's air quality monitoring capacity in the Valley. The data may help provide better air quality warnings throughout the Valley during dust storms and/or wildfires. As partners in health we could assist in providing better information to our citizens as it relates to air quality.

APPROVED: Following discussion, upon motion duly made by Director Scully, seconded by President Drake, and, upon vote, unanimously carried, the board approved the placement of the Air Quality Monitoring Unit wherever staff deems it appropriate for the District and consistent with needs of the project.

MASTER PLAN REPORT - JVA, Inc. PRESENTATION

Mr. Sparr addressed the BGWSD Board of Directors. He began with an introduction of the JVA team who worked on the Master Plan. Leah Opitz joined the meeting via telephone at this time. Ms. Opitz was instrumental in developing the water model in WaterGems. The water model should be able to be integrated into our ESRI system. Richard Hood presented the water production and historical data. Michael LaDue was instrumental in recording and managing the tasks and data to keep it all together. He presented on the wastewater system.

Director Salmi inquired as to the tracking of water breaks. Mr. Cichocki reported that the district had thirty-four breaks last year. It was agreed that this is important information to track so that we can better understand the areas to focus our efforts for improvements and efficiencies. Discussion followed regarding causes of water loss and leaks.

It is important to be sure we match related specifications regarding water rights when the district replaces the two pumps referred to in the master plan.

Loading Problem: Discussion followed regarding the seriousness of the state of the Aspen Wastewater Treatment Facility (AWWTF) and the load on the wastewater plant. Addressing this data is a very high priority. It was advised that an evaluation should be conducted to understand the priority and longevity of the wastewater plant. President Drake raised the concern of understanding the cost of the AWWTF and to inform all parties

concerned. It is important for all entities to work together and pay their fair share. Further discussion included educating the public so they better understand how our wastewater system works. The district does promote the “Do Not Flush” campaign with an annual message but agreed we will continue our efforts to improve public education.

Next, Mr. Hood discussed the distribution system. Fire flow was not in the scope, it is a very detailed, involved project to gather and analyze that data. JVA, recognizes this is important to every homeowner. (Fire flow is the quantity of water available when you open a hydrant for fire-protection purposes). It was agreed that the focus right now should be on the unaccounted water loss, then look at improvements and changes to the distribution system.

Mr. LaDue then discussed the wastewater system. Discussion followed about the impacts of changes to Colorado’s nutrient management control regulations (Regulation 85 and Regulation 31). Colorado Department of Public Health (CDPHE) has established an incentives program called the Voluntary Incentive Program for Early Nutrient Reductions, detailed in Policy 17. Participating in the program could give the District additional time to comply with future effluent limits. The deadline to enroll is December 2019. Enrolling in the program involves collecting data to show what we are already removing. It was decided that staff can discuss further with JVA.

An overall review and discussion of the identified Capital Projects followed.

Emergency Power Backup- It is recommended that the district add transfer switches and dedicated generators at each lift station site. Mr. Cichocki mentioned that he has already identified a couple of generators for purchase consideration. The board would like to see a range of costs and specifications on the generators and transfer switches before any purchases are made.

High Priority projects WW4-WW6

Consider consolidating wastewater projects for efficiency and budget considerations. (Wastewater Treatment Improvement Project)

Alternative Energy: Discussion followed regarding possibilities for Solar and Micro-Hydro power and financing options.

The board would like to consider hiring a consultant to assist with rate setting and how to finance the upcoming capital projects.

ACTION ITEM: Following discussion, upon motion duly made by Director Loll, seconded by Director Salmi, and, upon vote, unanimously carried, the board authorized JVA to develop a sample monitoring program and to contract a third party as the first step to understanding load on the plant; to collect data on the Flow and Loading and Where it is coming from, for a cost not to exceed \$12,500.00 with final approval on the project given by the District Manager.

The board thanked JVA for all the good work they did on the Master Plan. The three important things right now are 1. Comply with the new groundwater withdrawal rules 2. Understand and address the Biological Oxygen Demand (BOD) to properly gauge the capacity and effectiveness of the AWWTF. 3. Assess and address unaccounted for water.

LEGAL MATTERS

Applegate Continuation of Services. The board agreed to continue working with the Applegate Group on an as needed basis per their current fee schedule. All are in agreement and Applegate Group is ready to assist.

Studio or Additional Unit Application and Fees

The Board considered replacing section 4.9 regarding the Service Lines.

Following discussion, upon motion duly made by Director Loll, seconded by Director Salmi, and, upon vote, unanimously carried, the board passed Resolution No. 2019-07-01, Amending Rules and Regulations to replace section 4.9 Service Lines. The Service Line Application was approved with a permit fee of \$250.00.

ADJOURNMENT:

There being no further business to discuss, upon motion duly made by Director Scully, seconded by Director Loll and upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By 


Secretary for the Meeting

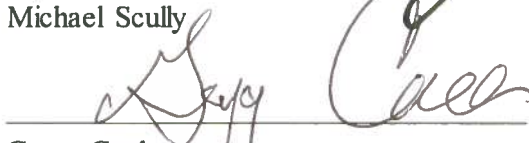
THESE MINUTES ARE APPROVED AS THE OFFICIAL July 19, 2019 MINUTES OF THE BACA GRANDE WATER AND SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:


Lynn Drake


Robert Salmi


John Loll


Michael Scully


Gregg Conlee








Baca Grande
Water And Sanitation
District

Baca Grande Water and Sanitation District
P.O. Box 520 | 57 Baca Grant Way S
Crestone, CO 81131-0520

July 19, 2019
Board Meeting

Board of Directors Sign-in

Lynn Drake:	
Bob Salmi:	
John Loll:	
Michael Scully:	
Gregg Conlee:	



Baca Grande Water and Sanitation District
P.O. Box 520 | 57 Baca Grant Way S
Crestone, CO 81131-0520

July 19, 2019
Board Meeting

Please print your name, address and contact information along with any issues you are interested in addressing at today's Board Meeting.

Name	Address	Telephone/Email	Would you like to speak?	Issues to be addressed
Daniel Gray			?	
Frank Judson	803 (S) Chalk Hill		?	
Shirley Gray	1330 Greenwood	970-407-4119		Food