

BACA GRANDE WATER AND SANITATION DISTRICT

57 Baca Grant Way South
Crestone, Colorado 81131

NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Christine Canaly	President	2012/May 2012
Vicki Matthews	Vice President	2014/May 2014
Martin Macaulay	Secretary/Treasurer	2014/May 2014
Philip Madonna	Assistant Secretary	2012/May 2012
Parvin J. Johnson, Sr.	Assistant Secretary	2012/May 2012

DATE: November 18, 2011
TIME: 9:00 A.M.
PLACE: BGW&SD Shop
57 Baca Grant Way South
Crestone, Colorado 81131

I. ADMINISTRATIVE MATTERS

A. Present disclosures and potential conflicts of interest.

B. Approve Agenda.

C. Review and consider approval of the October 21, 2011 Regular Meeting Minutes (enclosure).

II. PUBLIC COMMENT (ITEMS NOT ON THE AGENDA ONLY. COMMENTS LIMITED TO 3 MINUTES PER PERSON AND TAKEN IN ORDER LISTED ON SIGN UP SHEET).

A. _____

III. OPERATIONS

A. Discuss status of Aspen Wastewater Treatment Facility.

B. Review and consider proposals for Corrosion Control Study (to be distributed at the meeting).

C. Discuss status of water system served by Motel Well.

1. Discuss installation of water tank liner.

2. Discuss Painting of Tank

3. Discuss Capital Project for Motel Well

D. Presentation by Michael Bertin regarding hydro-electric energy.

E. Discuss funding of a fuel containment system.

IV. CAPITAL IMPROVEMENTS

A. Discuss status of capital projects.

1. Review and consider approval of Application for Payment No. 16 to the contract with Farner Enterprises for the Water and Wastewater System Improvements Project in the amount of \$103,561.56 (enclosure).

B. Discuss status of improvements to Well 18.

1. Discuss Booster Pump for Well 18

C. Aspen Wastewater Treatment Facility.

1. Discuss Status of Capital Improvements.

2. Consider Proposals for Installation of Effluent Flow Meter at Aspen WWTF (to be distributed).

3. Discuss Options for Biosolids Removal and Consider Proposals for Same (to be distributed).

4. Discuss Decommissioning of Lagoons at Aspen WWTF.

5. Discuss Status of Closing Out Cease and Desist Order for Aspen WWTF.

D. Discuss Status of Service Agreements with EPPI for Aspen WWTF and the Motel Well Projects.

E. Mobile Homes Estates:

1. Discuss status of decommissioning Mobile Home Estates Lagoons.

2. Discuss Status of Termination of Discharge Permit for Mobile Home Estates Lagoons

3. Discuss Status of Closing Out Cease and Desist Order for Mobile Home Estates Lagoons.

F. Consider proposal from Arkansas Valley Surveying for surveying regarding an access road for the Spiritual Life Institute (to be distributed).

G. Discuss East Dream Way Improvements, Design and Construction.

V. WATER MATTERS (at approximately 11:00 A.M.)

- A. Discuss Outstanding Water Matters with Water Counsel (Executive Session, §§24-6-402(4)(b) and (e), C.R.S. if necessary).
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- B. Discuss relocation of Well 17.
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VI. FINANCIAL MATTERS

- A. Review and approve the payment of claims for the period ending November 18, 2011 as follows (to be distributed at the meeting):

	Period Ending November 18, 2011
General Fund	\$
Cap. Projects Fund	
Enterprise Fund	
Total Claims	\$

- B. Review and accept unaudited financial statements for the period ending October 31, 2011 and current schedule of cash position (to be distributed).
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- C. Review current cash flow analysis (to be distributed at the meeting).
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- D. Review and consider proposal from Wagner Barnes, P.C. to perform the 2011 Audit for an amount not to exceed \$8,000 (enclosure).
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- E. Conduct public hearing to consider Amendment to 2011 Budget. Consider adoption of Resolution to Amend the 2011 Budget and Appropriate Expenditures. Comments limited to three minutes per person and taken in the order as listed on the sign-in sheet.
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- F. Conduct Public Hearing on the proposed 2012 Budget and consider adoption of Resolutions to Adopt the 2012 Budget, Set Mill Levies, and Appropriate Sums of Money (enclosures – Resolutions; 2012 Budget to be distributed at the meeting). Comments limited to three minutes per person and taken in the order as listed on the sign-in sheet.
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VII. LEGAL MATTERS

- A. Discuss status of re-assessment of properties within the District by Saguache County Assessor.
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- B. Consider Approval of Waterline Easement and Partial Vacation of Easement with Greenways for Cottonwood Creek Improvements (enclosures).
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- C. Consider adoption of Resolution 2011-11-__: 2012 Annual Administrative Matters Resolution (enclosure).
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- D. Consider adoption of Resolution No. 2011-11-__; Resolution to Call the May 8, 2012 Election appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a polling place OR mail ballot election (enclosure-Election Resolution; Calendar to be distributed). Self-Nomination forms are due by March 2, 2012. Discuss the need for ballot issues and/or questions.
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VIII. EXECUTIVE SESSION MATTERS (§§24-6-402(4), C.R.S.) (TO BE DISCUSSED AT APPROXIMATELY 12:00 NOON OVER THE LUNCH PERIOD IF NECESSARY)

- A. Personnel - (§24-6-402(4)(f), C.R.S.)
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- B. Farner Enterprises construction matters.
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- C. Brown and Caldwell design matters.
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IX. OTHER BUSINESS

A. Discuss Article for January publication in the Crestone Eagle.

B. Discuss 2012 Board Member retreat (January 21, 2012 suggested date).

C.

X. ADJOURNMENT **THE NEXT MEETING IS SCHEDULED FOR
DECEMBER 16, 2011**