

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE BOARD OF DIRECTORS
OF THE TABERNASH MEADOWS WATER AND SANITATION DISTRICT**

TMWSD Water Plant, 729 County Road 5141, Tabernash, Colorado
July 15, 2013
6:00 p.m.

The meeting was called to order at 6:00 p.m.

1.

DIRECTORS:

Irene Cooke, President
Susan Koeneke, Director
Sidney Logemann, Director
Dick Sprague, Director

STAFF/CONSULTANTS:

Lauralee Kourse, Manager/Operator
Donette Schmiedbauer, District Accountant (called in)
Adam Cwiklin, Operator/admin

2. **CALL TO ORDER AND DISCLOSURES:** The meeting was called to order by Irene Cooke. A quorum was present. There were no disclosures presented at this meeting.

3. **FINANCIAL REPORT:**

- First Quarter Financials and Disbursements – Donette Schmiedbauer.
Donette reviewed the first quarter financial statements and the first quarter disbursements. Upon a motion by Susan Koeneke, seconded by Dick Sprague, the Board voted unanimously to approve the April, May, June disbursements as presented. Donette also reviewed the Assessed Valuation (AV) and that it is tracking in a positive direction. (6.7M in 2011 and 6.75M in 2012). LL Kourse discussed that laboratory and testing costs would be higher than originally budgeted by about \$2K, due to CDPHE requiring additional monitoring related to Reg 85(nutrient removal study) and GWUDI (Ground Water Under the Direct Influence). Donette also explained changes in how Grand County reimburses the District for its one third ownership in the waste plant. The county passes through the sewer service charges that it collects from the residents of the old town Tabernash community as they receive the funds. At the end of each year the Grand County Director of Finances will meet with Donette to audit and reconcile the account.

4. **MANAGEMENT REPORT:**

- LL Kourse reviewed staffing changes. The District is down a full time operator position. LL is picking up the slack in operations and is working with consultants and staff to get the facilities cleaned and organized. LL discussed the need to hire a maintenance oriented operator that is able to operate heavy equipment (Bob Cat, Excavators, plow truck etc) as well as perform general housekeeping and maintenance chores. A private laboratory consultant was brought in to clean and repair the laboratory equipment, inventory and organize the chemicals and the equipment, calibrate the equipment and perform a quality control quality assurance audit of the lab techniques.
- Water Diversion/Water Rights – The pearl ditch and head gate is in need of maintenance. We are still able to keep water flowing to the pond but expect that we will be shutting down the ditch in the next few weeks.
- Well No. 2 Fluoride Rehab project is scheduled for this summer and we will keep the board posted on the progress.
- Workshop Schedule - The board set a tentative date of Monday, Sept 23rd for a budget workshop. The workshop would be held at the District water plant office at 5:30.

5. **OPERATIONS REPORT:**

- Adam Cwiklin presented and reviewed two operation reports (see attached).
- LL and Adam reviewed the GWUDI and Reg 85 sampling and monitoring.

6. **BOARD CHOICE:**

- Dick Sprague presented a flow chart which detailed a more frequent review of a capital improvement plan (CIP). Dick discussed the advantages and suggested the board consider contracting with Sherri Jones P.E. to review the CIP on a two year cycle. Dick also discussed reviewing the Bond debt on a two year cycle so that we can make informed and timely decisions regarding setting rates. The board discussed the funding of the capital projects and that we need to understand how the capital costs outlays and bond payments will cash flow. Donette Schmiedbauer supported this approach.
- Sid Logemann brought up the topic of the biosolids sludge hauling issues and how they can be addressed. The county wide biosolids hauling problems and costs were brought up at the workshop with Grand County and it is obviously a problem that we need to address. After a brief discussion LL said she would contact other waste plants to get consensus of the problems and ideas for a county wide solution. Dick Sprague will look into the water requirement of a composting operation.

5. **ADJOURNMENT:**

There being no further business, upon a motion by Dick Sprague, seconded by Susan Koenke, the Board voted unanimously to adjourn the meeting at 7:45 p.m.

6. **ACTION ITEMS:**

- Upon a motion by Dick Sprague, seconded by Sid Logemann, the Board voted unanimously to approve the minutes of April 15, 2013.
- Upon a motion by Dick Sprague, seconded by Susan Koenke, the Board voted unanimously to approve the April, May, and June disbursements as presented.

The next Board meeting is scheduled for Monday, Nov. 18, 2013, at 6:00 p.m. at the TMWSD Water Plant.

Secretary



11/18/13
Date