

DONALA WATER AND SANITATION DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
May 18, 2023

The Board of Directors of the Donala Water and Sanitation District met in regular session at the District's office, 15850 Holbein Dr., El Paso County, Colorado on May 18, 2023 at 1:28 pm.

Directors Present: Wayne Vanderschuere
Bill George
Kevin Deardorff
Ed Miller
Ken Judd
Scott McCulloch

Staff Present: Jeff Hodge
Christina Hawker
Carla Edwards
Ronny Wright
Ross Robinson

Consultants Present: Roger Sams (GMS)
Brett Gracely (LRE)
Joel Barber (LRE)
Allan Foster (LRE)
Mark Valentine (Merrick)
Tom Sistare (Hoelting)
Linda Glesne (CEGR)

Guests: James Howald (OCN)
Jackie Burhans (OCN)
Sarah George

President Vanderschuere called the meeting to order at 1:28 pm.

Approval of Agenda:

- No changes to the agenda.

Public Comment Non-Agenda Items:

- None

Swearing in of Newly Elected Board Members:

- William George, Kevin Deardorff, and Scott McCulloch were sworn in as newly elected board members.

Resolution 2023-4 The Board of Directors Expressing Their Appreciation to Kenneth Judd:

- Mr. Judd provided exceptional service as a member of the Board of Directors from August 2022 through May 2023.
- Resolution 2023-4 has been resolved, approved, and adopted by the board of directors.

Review of Minutes:

- Minutes from April 20, 2023, Board Workshop and Regular Meeting accepted.
 - Deardorff motioned to approve, George second, all aye.

Review of Financial Statements and Check Summaries:

- Jeff Hodge states he believes we are on track and customers are starting to use irrigation.
- Approval of Financials
 - George motioned to approve, Deardorff seconds, all aye.

Election of Officers:

- Board President Nomination:
 - Deardorff nominates Wayne Vanderschuere, George seconds, all aye.
- Board Vice President Nomination:
 - Deardorff nominates William George, Vanderschuere seconds, all aye.
- Treasurer/Secretary Nomination:
 - Vanderschuere nominates Kevin Deardorff, George seconds, all aye.

Bidding Policy-Professional Engineering Services:

- RFQ for General Professional Engineering and Specialized Consulting Services for DWSD discussed.
- The Board recommended some modifications and Hodge said he will work with legal to make some changes and look at any imbalances in the RFQ.
- Approval of RFQ to be refined between staff and legal and issued to screen prospective engineering firms for water and wastewater services.
 - Deardorff motioned to approve, George seconds, all aye.

Resolution 2023-3 Appointing Jeff Hodge to the UMCRWTF Operations Committee:

- IGA calls for the Board to formally appoint our representative on the Operations Committee.
 - George motion to approve, Deardorff second, all aye.

Bid Awarding of 16A Flow Control Vault and Process Piping:

- Approval for Bid of 16A to KR Swerdfeger Construction, LLC
 - George motioned to approve, Deardorff second, all aye.

Hoelting Audit Presentation by Tom Sistane:

- Field work for the audit was performed at the Holbein office in mid-March 2023.
- No negative findings on internal controls.
- Financial Statements received an unmodified/clean opinion.

LRE ASR Presentation by Joel Barber:

- Discussed historical water level analysis done in 2013 compared to 2023 to determine water level trends.
- Well water levels continue declining and pose a long-term challenge for well field operations and will increase operations and maintenance costs. Lower water levels take more energy to pump.
- Supply is not guaranteed for future generations.
- ASR can provide an opportunity for cost-effective storage.
- LRE has completed draft permits (90 % done) to send to the DWR and EPA, which will need to be finalized when there is a final pilot facility design.
- Gracely stated Well 1A or 9A would be the best for pilot testing.

- Grants are available, specifically the CWCB Water Plan and/or USBR grant. LRE can help complete any grant applications.
- Realistically if the Board approved this project, the timeframe to begin would be the first half of 2025.

General Manager's Report by Jeff Hodge:

The Loop Water Authority:

- During the Loop meeting on May 18th, 2023, selection of a project manager was on the agenda. Palmer lake is looking to come on board.

Arkansas Valley Water Forum:

- Attended meeting along with all Donala Board Members.
- Presentation about the Loop and the CSU reuse from Jessie Schaffer and CSU.

Colorado Reuse:

- Attended on May 2nd, discussed direct and indirect potable reuse.
- Also, attended a separate meeting where they discussed upcoming technology and strategies.

Water Report by Ronny Wright:

- Had 4 VFDs become available. They were shipped ahead of schedule, but 3 of 4 were damaged in shipping so they were sent back. They will be providing us with new ones. This will not delay 16A work. Everything is still on track.
- Well field study is progressing, only one left.

Wastewater Report by Mike Boyett:

- In-house and Colorado Analytical analysis results were all well within permit limits for the past month.
- Bod5 influent had a removal efficiency over 98%.
- TSS influent had a removal efficiency over 98%.
- #2 SBR is still on-line. #3 SBR's motive pump has been repaired and #3 SBR is in reserve.
- The recent rain event has caused problems keeping up with the 2 times normal flow. We were forced to send excess EQ basin flow to #3 SBR for storage until the rain stopped. We are now slowly sending the water in #3 SBR to the influent to drain the tank. However, the SBRs handled the flow and continue to perform well.
- The Forest Lakes flow is now showing up on our SCADA screen after Timberline fixed the communication issues with the flow signal to our SCADA.
- Our UV system failed during the evening of Friday May 5 and did not send an alarm to the on-call operator. It was off until Sunday morning, May 7. I am preparing a letter for CDPHE due to this being a permit violation. Additionally, we are going to ask Timberline to create an alarm for any UV issue that may come to SCADA going forward.

Consultants Comments:

- Sams stated that collaboratively Donala and GMS have terminated our painting contract for tank rehab due to time constraints.
- Gracely stated the lawn irrigation return flow process will be completed before the end of the year.

Directors Comments:

- Miller asked what the benefits of ASR would be to DWSD if we were the only participants.
- Barber stated there will still be a benefit to Donala without a collaborative effort it will just be smaller.

- Deardorff asked if tiered wastewater rates will still begin in July. Hawker stated that they will, and staff will be sending out a newsletter with the next billing.

Public Comment:

- None

Vanderschuere entertained a motion to move to Executive Session.

- Miller motioned to accept, George seconds, all aye.

Meeting adjourned at 3:27 pm to Executive Session CRS§24-6-402(4)(b) Receive Legal Advice from District General Counsel on Specific Legal Questions Pursuant to §24-6-402(4)(b) and Determine Positions Relative to Matters that may be Subject to Negotiations, Developing Strategy for Negotiations, and Instructing Negotiators Pursuant to §24-6-402(4)(e)(I) Regarding the UMCWTF IGA and CRS§24-6-402 (4) (f) – Jeff Hodge, General Manager, Annual Review.

Executive session concluded at 3:52 pm.

These minutes are respectfully submitted for record by Carla Edwards on June 12, 2023.