

DONALA WATER AND SANITATION DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES  
May 14, 2020

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 14, 2020 at 1:30pm.

Directors Present: Ken Judd  
Ed Houle  
Dennis Snyder (via phone)  
Wayne Vanderschuere  
Kevin Deardorff

Staff Present: Kip Petersen  
Jeff Hodge  
Tanja Smith  
Christina Hawker  
Mark Parker

Guests: Jennifer Kaylor (via phone)  
Steve Hrin (via phone)  
William George  
Dave Powell (via phone)

President Judd called the meeting to order at 1:30pm.

Public Comment Non-Agenda Items:

- Dave Powell offered thanks to Kip for the remarkable advancements he has made for the District. He also thanked Ken Judd for his service on the Board.

Review of Minutes:

- Minutes from April 2020 Board Meeting accepted as submitted. Houle motioned to approve, Deardorff second, all aye.

Review of Financial Statements and Check Summaries:

- Should be at 66.67%; revenue is at 66.9% and expenses 65.66%.
- Waste revenue is currently at 74.20% and expenses 64.10%.
- General Fund return is .27% and Debt Fund is at .20%.
- Vanderschuere motioned to accept, Houle second, all aye.

Manager's Report:

- COVID-19 precautions continue.
  - We are now open to the public but have not started the meter replacements for the year.
- District election on May 5, 2020 resulted in a total of 159 votes cast.
  - Many voters commented on the efficient and orderly process of the polling place.
  - Petersen thanks Tanja Smith, DEO; Christina Hawker and Lindsay Beavers, Deputy DEOs and Ginnette Ritz and Leslie Cross who were the judges for a fantastic job resulting in a successful election.
  - Board offered their gratitude as well.
- Due to the delays in the press for the Residuals Management Facility, the District is considering options.
  - The press will not arrive until August because of delays from COVID-19.

- We will still need to meet the new standards set forth by the State Health Dept. regarding arsenic discharge limits.
- Enter into a lease with Pueblo Board of Water Work for an additional 125 F of water; rent a “Baker” tank to place at the Residual Management Facility to hold the backwash water and then, when the plant is completed pump it into the day tanks for treatment, and finally attempt to manage our wells in a fashion that minimizes the arsenic being generated.
- Well 4A is currently under repair, needing a new pump and motor.
- Well 7 is also under repair. Packing sand has infiltrated the pipe and the pump and motor have separated from the pipe.
- Hydro Resources will video both wells in the next couple of weeks. This will give us an idea of the damage to Well 7 and whether it can be repaired.
- Now that 2 wells are down as we enter irrigation season, managing the arsenic exceedance at the waste plant will be more difficult.
- Leasing PBWW water will be very expensive as we will have to pay them for the water (\$95,271) and CSU to deliver that water (\$281,524) for a grand total of \$376,796.
- We will have to ensure that CSU will allow the delivery of additional water as well as not break our 1041 permit with Pueblo County.
- Due to time constraints, Petersen has asked the Board to agree to the proposed contract with PBWW, but not execute it until we’ve determined that it is the only feasible option we have.
- Because of all of this we have a serious budget issue. In order to accommodate the higher costs for the Residuals Management Facility, we removed the usual \$350,000 budgeted each year for well maintenance and repair. We do have \$100,000 in contingency funds however this will likely not be enough. Jeff is fully vetted on this and is ready to jump in to find a workable and affordable solution.
- Houle moved to accept proposal as a contingency, Vanderschuere second, all aye.
- Scott Gratrix, the developer of the golf course, has offered a 7,800 square foot parcel to the District. It is located on Westchester, with a legal description of Tract A, Muirfield.
  - There are water, sewer, storm water, gas, electric and communication lines under the property. If the Board agrees to accept the donation, the District will fence the lot to protect the infrastructure. This is not a buildable lot.
  - Deardorff motioned to accept contingent on a clean title search and obtaining title insurance, Houle second, all aye.
- Consider a resolution recognizing the staff for efforts taken during the COVID-19 Pandemic.
  - Deardorff motioned to approve, Vanderschuere second, all aye.
- PPRWA May meeting was conducted via phone.
  - State will have a shortfall in revenue, which will likely affect projects regarding the State Water Plan.
  - City Council appears willing to consider regional provision of services, under certain conditions. Under the current timeline contracts will not be considered until 2023. This means Donala will continue to have an annually approved agreement.
- Arkansas Basin Roundtable met via telephone on May 13.
- Drought Report shows the amount of drought in Colorado has increased significantly.

#### Willow Creek Ranch:

- On April 24<sup>th</sup>, Mark Parker and Kip traveled to the ranch to determine the depth of snowpack, calibrate flumes and determine the extent of the damage the beavers have done to Willow Creek.
  - Snow depth was roughly 1’ and heavy with moisture.
  - Mark was able to calibrate the Willow Creek flume however was unable to access North Willow Creek due to 5’ high drifts.
  - Mark and Troy went up on May 12<sup>th</sup> and made some progress on removing the beaver dams. They will go back up the week of the 18<sup>th</sup> and rent a small track hoe in Leadville to clear the dams.
- We will avoid a spill this year and therefore have started taking credit for our May allocation of water.

#### Status of Operations:

- Demands on the District’s water supplies are increasing. Of the 16,973,000 gallons produced in March, 49% was from Willow Creek Ranch and 51% from our wells.

UMCRWWTF:

- The plant is operating within our permit standards.
- We have extended the search for a new Chief Waste-Water Operator until the end of May.

Capital Projects:

- The Residual Management Facility project is moving forward with a delivery date for the press now in August.
- Pate Construction was the low bid of \$1,051,604 for this year’s water replacement project. Due to the COVID-19 Pandemic, we saw a \$200,00 savings in the expected bid.
  - Should start shortly after Memorial Day.
  - Will be sending detailed letters to those impacted residents on Candlewood, Huntington Beach and Mission Hills rather than asking residents to attend an open house.

Development Update:

- There have been no new contacts regarding additional development.
- Judd mentioned that Gratrix only has 12 lots left to sell.

Additional Comments:

- Hrin asked if we encounter and extended GDP, does Donala have enough parts and materials on hand to sustain us for 2 years.
  - Petersen mentioned that we mostly have one year’s supply, however you cannot have well pumps and motors on the shelf. Each one is individual and sitting for upwards of 10 years can damage them.
- Hrin asked about excess return flows on Willow Creek. Petersen stated that we pay Pueblo Board of Water Works at the beginning of the year for the anticipated return flows. Those we do not use are refunded to us at the end of the year.
- Petersen thanked the Board and Staff for the last 7 years that he has had the pleasure of running the District. He will truly miss Donala.

Swearing in of Elected Officials:

- Ed Houle, Kevin Deardorff and Bill George were sworn in by current president Ken Judd.
- All positions were voted on:
 

○ President:	Ed Houle	(4 aye 1 nay)
○ Vice President:	Wayne Vanderschuere	(4 aye 1 nay)
○ Secretary/Treasurer:	Kevin Deardorff	(all aye)
○ Director:	Dennis Snyder	(all aye)
○ Director:	Bill George	(all aye)

There being no further business of the Board, the President adjourned the meeting at 2:50 pm. These minutes are respectfully submitted for record by Tanja Smith on May 14, 2020.