

DONALA WATER AND SANITATION DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
MARCH 18, 2021

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 March 18, 2021 at 1:30pm.

Directors Present: Ed Houle
Wayne Vanderschuere
Kevin Deardorff
Bill George

Staff Present: Jeff Hodge (Absent)
Mark Parker
Christina Hawker
Tanja Smith
Mike Boyett

Consultants Present: Roger Sams (online)
Brett Gracely (online)

Guests: Jenifer Kaylor
Allison Robenstein
Dave Powell (online)

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

Approval of Agenda:

- President Houle would like to add the Board Orientation in April.

Public Comment Non-Agenda Items:

- None.

Swearing in of New Director Edward Miller

Review of Minutes:

- Minutes from February 2021 Board Meeting accepted
 - Deardorff motioned to approve, George second, all aye.

Review of Financial Statements and Check Summaries:

- Donala revenue at 93.98% and expenses at 86.37%.
- Waste Plant revenue at 82.70% and expenses at 82.95%.
- General Fund return is 0.17%.
 - Deardorff motion to accept, Vanderschuere second, all aye.

New Business:

- Resolution to Adopt New Financial Institution 2021-1 approved.

- Leak Adjustment Policy: Request modifications to be made to current policy. Recommend that total gallons be charged at Tier 1. Board agreed, will sign formal documentation at April meeting. Board also agreed to provide a waiver to Mr. Balsler, who had a pipe burst in his home while he was on vacation last month. Will adjust his bill to reflect new policy now.
- Identity Theft Protection: In the last 2 months we have had 5 employees who have been subjected to fraudulent unemployment claims. Recommend that District provide identity theft protection for full time employees and Board Members. Board agreed to go forward and secure protection.

Manager's Report: (Provided to Christina Hawker by Jeff Hodge who was absent)

- Board Workshop is April 15th.
- Reviewing water leases.
- NMCI – nothing new to report.
- COVID – some staff are receiving the vaccine.
- Meter Install Bid – should be out to bid any day now.

Development Update:

- No updates at this time.

Status of Operations:

- Water Demands: District delivered 10.158 million gallons in February vs. 11.215 million gallons in January. 62.07% from our wells and 37.93% from Pueblo Board of Water Works water lease. February 2021 delivered 5.85% less than February of 2020.
- Water Plants: Holbein has been recommissioned and is producing water. R. Hull will be taken down for cleaning and inspection the first of April.
- Wells: Parker has received 2 quotes from Hydro Resources for the replacement of Well 7D. For just replacement of the well as it was at 772 feet, is \$51,500. For placement at 1150 feet and upgrading the unit to a variable frequency drive and medium voltage the quote is \$176,900. We are currently working with LRE and completing a power study to ensure this well can be set at that depth. Part of the power study will include an electrical engineer study as a comparison.
- Water Supply Outlook: The National Weather Service Climate Prediction Center forecast still calls for higher chances of below-average precipitation across most of Colorado for the next 3 months. Early season snowpack is 91% of normal for the Arkansas River Basin, a 5% drop from last month, and 85% statewide. We currently have 12.71 AF of water in storage in Pueblo Reservoir.
- Capital Projects: 2021 waterline replacement project is scheduled to go out to bid mid-March. Awaiting final approvals from GMS and El Paso County. Current pipe prices have increased due to the polar dip in Texas, where the resin plant is. Prices should return to normal around mid-April to first part of May.
- Overall Water System: running well.
- Forest Lakes Metropolitan District: We continue with water production and infrastructure installation and inspections in the West Valley, Phase 5; as well as the Falcon Commercial area.
 - A new tank is being ordered with a 16-week manufacturing timeline.
 - Will begin ordering process for a new booster station.
 - Had a water main break on Feb. 26. This was a 14" main and approximately 150,000 gallons of water was lost. Donala operators did a fantastic job overall and worked well into the early morning to accomplish the repair. Parker very pleased with response and repair.
- Monument Sanitation District: Operations are going well.
 - Some issues with SCADA system locking up field radios due to improper grounding.
 - Warranty issues were addressed at Wagons West Lift Station.

- Willow Creek Ranch: Received notice from 2 of our neighbors of a light that appears to be coming from the camper location. The camper has no power. Staff made a trip up there yesterday. Saw no evidence of any trespassing.
- Ross Robinson received his B Water license and Joe Lopez received his A Water license.
- UMCRRWTF: SBR performance improving with better weather. Foam is less and going away as the temperature increases. We were very proactive with adding PAXX at the first sign of foam were able to stay ahead of it.
 - Plant performance continues as normal. All lab analysis is well within permit parameters. Currently preparing for Wet Test (biomonitoring) the last week of March. Should have better results this time due to consistent pH control with the new Mag pump.
 - Staff working well together. Shout out to Trevor Wilch who not only showed up for plant rounds during recent snow event but also helped a coworker who was stuck twice.
 - Despite PAXX costs we remain within budget and are positioned to complete necessary preventative maintenance of our Influent Equalization Basin Mixers.
 - Worked with UPS contractor to improve road signs into facility so that we did not miss deliveries.

Additional Comments:

- Sams stated the bid for the meter replacements should be published in the next few days.
- Gracely stated Jon Ford is new hydrologist with LRE. Has been studying Donala's ground water and well systems.
- Sams brought up AF Academy Business Park waste-water pump station is working it's way through the regulatory process. Houle believes that the City will not allow flows to the north. They can only send waste under I25 and south.

There being no further business of the Board, President Houle adjourned the meeting at 2:20 pm.

These minutes are respectfully submitted for record by Tanja Smith on March 18, 2021.