

DONALA WATER AND SANITATION DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES  
AUGUST 18, 2022

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 August 18, 2022 at 1:30pm.

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

Staff Present: Jeff Hodge  
Christina Hawker  
Mike Boyett

Consultants Present: Roger Sams (GMS)  
Brett Gracely (LRE)

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

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

Approval of Agenda:

- Hodge requests to add approval of bids to move forward with Latrobe water tank rehabilitation.
- Approved.

Public Comment Non-Agenda Items:

- None

Appointment of Director to Fill Vacant Seat:

- Board has appointed Kenneth Judd to fill vacancy.
- George administers the Oath, and Judd is sworn in to fill the term until May 2023.

Review of Minutes:

- Minutes from July 2022 Board Meeting accepted
  - Deardorff motioned to approve, Miller second, all aye.

Review of Financial Statements and Check Summaries:

- New format of financials presented from new software company, Tyler Technologies.
- New financials are more detailed and included a balance sheet to be more transparent.
- Line items are still being adjusted to show the most current percentages remaining.
- We are receiving 2.54% return that will eventually cover our interest on debt service payments.
- Approval of financials
  - Deardorff motioned to approve, Miller second, all aye.

#### Approval of bids for Latrobe water tank:

- Hodge asked for the board's approval to move forward with the recommended bid, so we can get the project going as soon as possible.
- All the water from R Hull plant goes to the Latrobe tank, as well as a direct line to the Holbein plant.
- All 3 tanks were bid separately but were told the project would be selected based on priority.
- The timeline was stated to be done within this year.
- Hodge asks for approval
  - George motioned to approve, Miller second, all aye.

#### Manager's Report:

Software Conversion: We are planning on sending out updates and instructions on the new portal with the next billing statements. Instructions for customers to sign up for Eye on Water will be sent out as well for customers who haven't already signed up.

Sanitary Survey: Sanitary survey will be held at the end of this month. The state comes in to go over documentation and our plant processes. Future paperwork will be electronic for easier gathering. We should have results in October.

Holbein Upgrades: The plant is back up and running. Radium samples have been taken and the results are expected to be back by the end of September 2022. The results will dictate which direction we go for radium removal.

Well 16A: Well has been drilled. We need to get the raw water line bid out and constructed. We are selecting the correct size pump and motor now.

Well 3D: Needed a new soft start, and the timeline is back down to 3 weeks. Layne gave us a loaner to continue running the well.

Well 2A/2D: 2D is going to need a new VFD. 2A had been producing 300 gpm.

Well 1A: VFD fell off the truck. We did not take ownership, but we are still waiting on another one.

Willow Creek Ranch: Staff is at the ranch this month removing fallen trees, clearing beaver dams, and changing batteries on flow meters. Hodge and Vanderschuere will be attending the Water Congress this month that will cover fire mitigation.

Tri-Lakes WRF: No official response yet. Donala has inquired if the 3 entities that make up Tri-Lakes would be willing to allow us to discharge/ become part of the agency.

County Loop: Nothing new to report.

Wastewater Report: Boyett says process it is going well.

- Jarred Durham passed C exam.
- Replaced VFD at the plant.

ASR Study: Working to find out if we need to go through the EPA to get a permit as well as water accounting for the study.

Laughlin Water Rights: We will not be able to get water from Laughlin for another 4-5 years. Timeline could work out well will the Loop project.

Public Comment:

- None

Board meeting adjourned at 3:08pm

These minutes are respectfully submitted for record by Christina Hawker on September 22, 2022.