

DONALA WATER AND SANITATION DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
April 16, 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 April 16, 2020 at 1:30pm.

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

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

Guests: Jennifer Kaylor (via phone)
Steve Hrin (via phone)
William George (via phone)
Dave Powell (via phone)
Michael O'Hare (via phone)

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

Public Comment Non-Agenda Items:

- Powell asked if we are having any problems collecting bills/payments. Have not had any issues yet.
- Powell asked about absentee ballots and if they could be completed online. The process is to download the application, complete it and either mail it back to the District or put in drop box.
- O'Hare requested Donala to reduce rates and taxes to allow customers to be able to afford victory gardens during the COVID-19 pandemic. Judd replied that the board would discuss it.

Review of Minutes:

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

Review of Financial Statements and Check Summaries:

- Should be at 75%; revenue is at 73.8% and expenses 70.85%.
- Waste revenue is currently at 77.91% and expenses 73.13%.
- General Fund return is .33% and Debt Fund is at .34%.
- Houle motioned to accept, Deardorff second, all aye.

Manager's Report:

- COVID-19 precautions are in full effect to prevent the spread of the Corona Virus. We are following the recommendations of the CDC, EPA and CDPHE for our employee's safety.
- We are seeing an increase in clogged pumps at the Waste Treatment Facility due to lack of toilet paper and people using wipes to flush.
 - We wish we could show the public the process to remove the plugs caused by this. Not only are the wipes caught up in the plug, so is everything else that goes down the drain.
- Donala continues to operate as if there are no external pressures.

- Have been in contact with Town of Monument, Woodmoor Water, Triview Metro and Palmer Lake in regards to sharing resources should the need arise.
- Petersen recognized staff as essential personnel and how each member is working hard, around the clock to ensure that all of our customers have clean and safe drinking water and that the waste material collected from our customers continues to be treated well above our discharge standards, each and every day. Judd also expressed the gratitude of staff on behalf of the entire Board.
- District election will be held on May 5th.
 - Election is a polling place as this decision was made prior to COVID-19 and it is too late to change to a mail in election.
 - For those who do not wish to vote at our office on May 5th, you may obtain an absentee ballot as late as April 28th.
 - We have been asked by several customers to post information in regards to the candidates. The District must be careful in what material we post as it may be perceived as endorsing any particular candidate. With that being said, it is up to the candidates to get their information to the electors.
- PPRWA May meeting is unknown at this time.
- Arkansas Basin Roundtable is scheduled to be held May 13th and may be a phone in meeting.
- Eastern El Paso County is now classified as “abnormally dry” according to latest drought report.
- Donala will reach out to city council member Wayne Williams to further our outreach program once the public gathering restrictions have been lifted.

Willow Creek Ranch:

- We can start taking credit for our water on May 1st.
- Anticipating an average year due to current snowpack.
- Water storage is still high due to the large amount of runoff in 2019 and we may be subjected to a spill.
- Petersen and Parker will make a trip to the ranch next week to determine beaver damage to the stream.

Status of Operations:

- Demands on the District’s water supplies starting to increase. Of the 12,030,932 gallons produced in March, 49% was from Willow Creek Ranch and 51% from our wells.
- R. Hull plant will undergo cleaning when we have staff available.

UMCRWWTF:

- The plant is operating within our permit standards.
 - Robert Hull has been spending time at the plant as the Chief Operator.
 - Ads have been posted for the Chief Operator position and we have received one applicant.

Capital Projects:

- The Residual Management Facility project is moving forward.
 - There has been a delay in the delivery of the press with no indication of a new date.
- Water main replacement project is proceeding.
 - We are accepting bids with a targeted mid-May start date.

Development Update:

- There have been no new contacts regarding additional development.
- The District has received 5 taps sold on single-family homes this year.

Additional Comments:

- Hrin would like more clarification on Willow Creek water process as well as the new press. Petersen is available at any time to discuss these further.
- George also expressed his gratitude to the Board and the Donala staff for all they do.

There being no further business of the Board, the President adjourned the meeting at 2:15 pm. These minutes are respectfully submitted for record by Tanja Smith on April 16, 2020.