

DONALA WATER AND SANITATION DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
March 26, 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 March 26, 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
Tanja Smith
Christina Hawker

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

President Judd called the meeting to order at 1:34pm.

Public Comment Non-Agenda Items:

- Mr. Powell inquired if we will be holding an election and do we have a plan if the COVID-19 infection is still an issue. Petersen confirmed that we are having an election and we are discussing options for sanitized voting booths.
- Mr. Hrin requested that we put the draft minutes on the website prior to the meeting where they are adopted. Mr. Judd believes that is something we can accommodate.

Review of Minutes:

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

Review of Financial Statements and Check Summaries:

- Should be at 83.3% and are actually at 85.5%.
- Waste is currently at 83.46%.
- General Fund return is 1.1% and Debt Fund is at 1.45%.
- 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.
 - The District treats both our water supplies and wastewater discharges in a manner consistent with accepted disinfection procedures.
 - We have suspended our meter change out program for the next several months.
 - We do anticipate potential issues at the Waste Plant with the "run" on toilet paper. The concern is on anything other than toilet paper being flushed which can jam pumps and create "fat bergs".
 - We have been members of COWARN since 2013, which is setup for utilities to post urgent needs to all member agencies. This could be used should we run short of chemicals, or even to request emergency personnel aid should the staff be stricken with the virus.

- Currently, we will continue to operate our water and wastewater systems as if there are no external pressures.
- We have restricted public access to our office.
- We have waived all late fees and shut offs for the next 3 months for all customers.
- The Board has selected Jeff Hodge as the new General Manager. He will officially start on April 15th.
- Request approval of changes to the NEPA participation agreement for the North Monument Creek Interceptor.
 - Recommend 2 separate agreements. One with Donala to use our lift station and the North Monument Creek Interceptor and the other with Triview to use their excess capacity for wastewater.
 - All members agreed to continue with the NEPA process and to discuss particulars in April during Executive Session.
- PPRWA met on March 4th. SB20-153 was postponed indefinitely as was HB20-1233.
- Arkansas Basin Roundtable was held March 11th. The next meeting will be May 13th.
- Arkansas River Forum Conference has been cancelled due to COVID-19.
- Drought is creeping back into CO.
- Petersen, Judd and Vanderschuere met with City Council member Jill Gaebler on March 5th to express our support of Council's discussions related to regional provision of utility service.
 - We were able to describe the actions Donala has taken to lesson our dependency upon non-renewable water sources.
 - We will meet with Wayne Williams in the near future.
- Aaron Tolman who just took over as Chief Wastewater Operator has provided his resignation due to personal reasons. His last day is March 27th. Robert Hull will be running the Waste Plant until an A operator can be hired.
- The Kuenzlis did provide staff with an invoice from a plumber to repair their outdoor spigot, which was noted as having bad packing and ½ of an O ring. They will receive a leak adjustment per District Policy.

Willow Creek Ranch:

- Snowpack appears average for this time of year. So far this month snowfall in Leadville is below average.
- We are still dealing with snowmelt from last year. Pueblo Reservoir is 83% full currently.
 - We have been advised there will be a spill out of Pueblo Reservoir on, or about, April 18th.
 - We will ensure we will have as little water in storage at that time, and Parker has made arrangements with CSU to book it over into their account.

Status of Operations:

- Demands on the District's water supplies are consistent with the seasonal temps. Of the 10,889,737 gallons produced in February, 65% was from Willow Creek Ranch and 35% from our wells.
- R. Hull plant will undergo cleaning soon.

UMCRWWTF:

- The plant is operating within our permit standards.
 - Robert Hull has been spending time at the plant assisting Aaron during the staff transitions.

Capital Projects:

- The Residual Management Facility project is moving forward. The walls have been framed and the roof is moving forward. On track to meet the May operational deadline.
- Water main replacement project is proceeding. Mains will be replaced on Candlewood, Huntington Beach and Mission Hills. The saddle tap and service lines will also be replaced.
 - Targeted for May 1 start date.

Development Update:

- There have been no new contacts regarding additional development.
- The former Loaf & Jug is being converted into an Enterprise Car Rental Facility.

Additional Comments:

- Dave Powell inquired if the potential agreement with CSU in regards to wastewater from the Visitor Center also included the hotel, shops and restaurants and if that was factored into the capacity that Donala could move through the interceptor. Petersen confirmed that it did include everything.
- Petersen noted that we may have to have April's meeting via phone as well. Suggested a video connection if anyone was interested. Yes, that will be helpful.

There being no further business of the Board, the President adjourned the meeting at 2:25 pm.

These minutes are respectfully submitted for record by Tanja Smith on March 26, 2020.