

DONALA WATER AND SANITATION DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES  
DECEMBER 9, 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 December 9, 2021 at 1:30pm.

Directors Present: Ed Houle  
Wayne Vanderschuere  
Kevin Deardorff  
Bill George  
Ed Miller

Staff Present: Jeff Hodge  
Christina Hawker  
Tanja Smith  
Mike Boyett

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

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

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

Approval of Agenda:

- Approved.

Public Comment Non-Agenda Items:

- None.

Review of Minutes:

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

Review of Financial Statements and Check Summaries:

- Donala revenue at 3.23% and expenses at 26.2%.
- Waste Plant revenue at 32.37% and expenses at 23.90.
- General Fund return is 0.20%.
  - George motion to accept, Vanderschuere second, all aye.

Action Items:

- Wastewater Rate review by Roger Sams. Recommend we move from a flat fee to a minimal flat fee along with volume for billing. Their study came within 30 cents of current rate recommendation. Will look at this more closely next year and possibly implement in 2023.
- Budget Revision: Increase base rate by 4.5% for 2022. Houle opened to public comment, none received.

- Resolution 2021-9 Appointing DEO for 2022 election; George motion to accept, Miller second, all aye.
- Resolution 2021-10 Bond Reimbursement; George motion to accept, Miller second, all aye
- Resolution 2021-11 Adoption of 2022 budget; George motion to accept, Deardorff second, all aye
- Resolution 2021-12 Appropriation of funds; George motion to accept, Deardorff second, all aye
- Resolution 2021-13 Adoption of 2022 rates; George motion to accept, Vanderschuere second, all aye
- Resolution 2021-14 Set mil levy for Area A; George motion to accept, Deardorff second, all aye
- Resolution 2021-15 Set mil levy for Area B; George motion to accept, Deardorff second, all aye

Office Closure: The District Office will be closed December 24, 27 & 31 as well as January 3.

Radium Update: Report from GMS

- HMO has been delivered to District along with sample bottles to test radium removal.
- Jar tests to demonstrate HMO effectiveness have been coordinated with UMCRRWTF laboratory and personnel.
- A pilot report and recommendations, with design calculations will be provided upon completion of the pilot study.
- Design plans and documents for modifications to Holbein WTP will be prepared and submitted to CDPHE for review and approval.
- WTP filter media replacement: proposed media purchase by DWSD, recommendations on the filter media replacement was provided Nov. 29<sup>th</sup>.
- Media replacement by Garney Construction; service reported to be procured through FilterTech Systems.

Holbein Upgrades: The week of Dec. 6<sup>th</sup> the first phase of the upgrades and rehabilitation began at the Holbein Plant. Filter media was removed from the 3 older filters. The next step will be for the tanks to be sand blasted, repaired and repainted. The new material is on order and will be reinstalled later in December. The SCADA upgrades are taking place around the work being done on the filters.

Well 2A and 2D: The work to clean and install new pumps and piping will be done by Hydro Resources. WE are currently scheduled to have this work started at the end of January 2022. It is still planned to have these two wells back online by March of 2022.

Permitting and Drilling New Well: The Water Court filing happened Dec. 1, 2021. This was a delay which will push back the drilling of the new well by a month. LRE will design the new well under the existing approved contract.

Pikes Peak Regional Water Authority (CSU Loop): Nothing new to report.

County Loop: The Loop Group has submitted our formal request of \$45 million to the County. We as a group plan to appear in front of the El Paso County Commissioners Dec. 14, 2021 to update them on our request. We also plan to meet with our US Senators to inform them of the groups project to provide renewable water and make that supply resilient/drought proof. We will also ask that they support our efforts in Federal Legislation..

Northern Water Delivery Line: Tri-View continues to move the project forward. The sighting of the water tank and the alignment of the water lines are still to be finalized, then the plan will go through the El Paso County 1041 process.

North Monument Creek Interceptor (NMCI): Nothing new to report.

Water Tank Inspections: The inspection recommends performing rehabilitation to the Latrobe Water Tank in the next 12 months. The Holbein Tanks will need attention following the work to the Latrobe Tank.

Wastewater User Fee Update: Roger Sams of GMS will have an update on his work on revising the methodology Donala uses to assess user fees.

Water Production and Delivery: The District produced 11.66 million gallons in the month of November. Of that water 11.507 million was pumped from our wells and .152 million of Willow Creek Ranch water delivered to us by CSU. The wastewater treatment plant received 11.339 million gallons of that as influent. Less than 3% was used for outside watering.

Water Meter Upgrade and Replacement: The completion date for this project has been moved to the end of December 2021. It is extremely likely the actual completion will be the end of January 2022 or the first part of February.

Wastewater Report: Upper Monument Creek Regional Treatment Facility continues to produce a good quality effluent that exceeds all State discharge permit standards.

- Operating within budget and goals identified by management team have been met.
- Waiting for results of October's TENORM sampling event.
- BOD5 results – 98.5% removal
- Total Suspended Solids results – 98% removal.
- Replacing north digester's torn membranes and repair broken diffusers to prepare it for future use.
  - May have to go to a 2 digester operation to meet CDPHE's SOUR test requirements for vector reduction for biosolids land application.
- Will purchase a new effluent turbidity meter this month.
- The Disinfection Effluent Basin is scheduled for it's quarterly drain and cleaning before the end of December due to the usual solids buildup.

Additional Comments:

- Houle expressed Board's appreciation of the work and dedication of the entire Donala staff. 2021 posed many challenges and each employee has stepped up to address them.

Public Comment:

- None

Meeting adjourned at 2:46pm to Executive Session – CRS §24-6-402(4)(e) Real Property Negotiations. George motion to move, Deardorff second, all aye.

Meeting adjourned out of executive session with no reportable action taken at 3:25pm.

These minutes are respectfully submitted for record by Tanja Smith on December 10, 2021.