

DONALA WATER AND SANITATION DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
October 13, 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 October 13, 2022 at 1:30pm.

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

Staff Present: Jeff Hodge
Christina Hawker
Aaron Tolman
Ronny Wright
Carla Edwards

Consultants Present: Roger Sams (GMS)
Linda Glesne (CERG)
Brett Gracely (LRE)

Guests: Holly Williams (County Commissioner)
Mike Maixner (Donala Customer)
Carolyn Oros (Donala Customer)

President Vanderschuere called the meeting to order at 1:27pm.

Approval of Agenda:

- Approved.

Public Comment Non-Agenda Items:

- Mike Maixner and Carolyn Oros addressed the board to discuss the DWSD site near the Red Fox Lane neighborhood.
- Maixner complaints are as follows:
 - Portable restrooms left on premises; the public uses them.
 - A portion of the split rail fence was removed and replaced by orange fencing.
 - The area was left looking very industrial with orange cones, a large cable reel, construction materials left lying around, and overgrown vegetation.
- Oros stated Lane kept parking in her grass and would not stop when asked. She also stated they had a flippant attitude.
- Maixner stated in July some reconstruction was completed, then in August the Portable restrooms were removed and landscapers were able to clean up the overgrown vegetation. Also, on 10/13/22 Lane was on site fixing fencing issues.

- Maixner wanted to know who to contact if there are any more issues with the site. Vanderschuere stated the best person to contact would be Jeff Hodge.
- Maixner also wondered why he wasn't notified about the first Radium test we performed in August 2022. Vanderschuere explained per the state we must test twice and then the results are official but take another 6-8 weeks to receive back.

Review of Minutes:

- Minutes from September 2022 Board Meeting accepted.
 - Bill George motioned to approve, Ed Miller second, all aye.

County Commissioner Holly Williams:

- Commissioner Williams gave an update on a utilities agreement that will be approved in October which will outline what unincorporated cities need to do if they want to be annexed into Colorado Springs Utilities. She also spoke about property taxes and local road maintenance in Gleneagle and the progress that has been made.

Board meeting break at 2:24 pm, resumed at 2:27 pm.

Review of Financial Statements and Check Summaries:

- Hodge stated we are right on track with numbers.
- Ross Robinson is going through individual numbers of costs for our water resources. Looking for a more cost-effective way to get water to customers.
- Approval of financials
 - Bill George motioned to approve, Ed Miller second, all aye.

Draft 2023 Budget:

- Hodge went over key budget points including budgeting for repair and maintenance and using more specific line items to allocate money to water/wastewater.
 - The board will meet at 9 am on Thursday, November 17, 2022, to discuss specific budget details and approve a final budget.
- Draft Budget Acceptance
 - The board has received and accepted the 2023 draft budget.

Cost of Service Analysis Summary:

- Average Wastewater operations 2023-2025
 - Sams discussed cost of service analysis for wastewater as well as the potential for billing wastewater based on a 3-month Winter billing average (December 1st-February 28th).
- Average Water operations 2023-2025
 - Sams briefly reviewed the cost-of-service analysis for water operations based off the 2023 draft budget.

Family Medical Leave Insurance Program (FAMLI):

- Discussion and Adoption of Resolution
 - Resolution declining participation in the Colorado FAMLI Program
 - Linda Glesne stated need to provide written notice to employees and need to make sure employees have an opportunity to comment.
 - Hodge stated we had an employee meeting and employees did not want to participate in the FAMLI program.
 - Bill George moved to decline participation, Ed Miller second, all aye.

Loop Water Authority Formation:

- Hodge stated that we need to form the shell of the authority to funnel money to and open a bank account so we can start using the ARPA funds.
- Glesne summarized the Intergovernmental Agreement for the Loop Water Authority as follows:
 - Pending comments remaining between the parties that form the Loop.
 - Managers of each participating entity would be appointed to the Loop Authority's Board by each party's board unanimously.
 - Vanderschuere stated managers should be reappointed every so often to the board
 - Hodge stated they will work out the details
 - Remaining members could fund the project without a hold out.
 - Termination and withdrawal require a unanimous vote to remove a party.
 - A non-disclosure agreement was proposed, can go after someone even after they are no longer a part of the loop if they leak information.
- Motion to adopt
 - Bill George and Ed Miller Seconds, all aye.

Tri-Lakes Wastewater Treatment Facility as an Option Treatment Discussion:

- Hodge stated Tri-Lakes will accept our waste for treatment under Monument Sanitation District as a customer.
 - Conversations with Tri-lakes will continue

Tank Conditions:

- Wright stated the West tank needs the most rehab, specifically the interior roof of the tank. Wright is waiting for a report from Midco to determine specific repairs and costs.
- Wright stated Donala had a Sanitary Survey August 30th-September 1st, 2022. Corrections have been made, but a public notice must be provided to the customers in the District per the State by October 28th, 2022.

Manager's Report:

Holbein Upgrades: Radium samples were taken on Tuesday October 4th. The results are 6-7 weeks out, hopefully before Thanksgiving.

Well 8A: This new motor for this well has failed. It is under warranty and the well company is working to schedule its removal and replacement as quickly as possible. However, we do not have a firm date.

Well 16A: The pump and VFD have been ordered. Delivery will be sometime August 2023. The line to the existing raw water line also needs to be installed.

Willow Ranch: Staff is at the ranch October 12th to clean up the two flumes and check on beaver dams prior to winter.

Tri-Lakes WRF: Letter received and presented under action item for the Board to give further direction.

County Loop: The soon to be formed authority has been awarded \$4 million by the El Paso County as part of the ARPA funding.

- Set up bank accounts and see what the reimbursement agreement looks like (waiting on).

Wastewater Report:

- Tolman stated Amy Alvarez took samples, and the WET test came in at 4.8% which is under the limit.
- Also, Tolman stated Wastewater may need to review records for their Sanitary Survey.

- Tolman is working with Hodge and Timberline to get all the figures back to put together a comprehensive 2023 budget for Wastewater.
- Hodge stated during the October 2022 board meeting with Donala's joint partners for Wastewater they asked us to do a plant evaluation for future regulatory compliance and expansions. Hodge stated that Donala would be happy to participate if we define a scope of work, send it out, and then collectively all three partners decide together.

Directors Comments:

- Vanderschuere stated the Workshop will take place November 17th, 2022, at 9:00 am. The Board Meeting will take place at 1:30 pm on November 17th, 2022.

Public Comment:

- Brett Gracely stated the ASR study is continuing to go well. Also, continuing to collaborate with Hodge and Wright to get Well 16A back online.
- Gracely had a meeting with Matt and Jeff about the Laughlin water rights, this has been put on hold because there is no feasible way to get the water back to our District.
- Gracely discussed direct and indirect potable water reuse.

The board meeting adjourned at 4:03pm.

These minutes are respectfully submitted for record by Carla Edwards on November 14, 2022.