

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF LITTLE THOMPSON WATER DISTRICT**

The Board of Directors of Little Thompson Water District (LTWD) met in regular session on Thursday, January 12, 2017 at the District office. Attendance was as follows:

Board of Directors:

Bill Szmyd, President	Present
Paul Bukowski, Vice President	Present
Steven Brandenburg	Present
Larry Brandt	Present
Peter Bridgman	Present
Diana Larsen	Present (attended meeting via phone)
Ed Martens	Present

Staff in Attendance:

Mike Cook, District Manager
Judy Dahl, Business Manager
Amber Kauffman, District Engineer
Ken Lambrecht, Operations Manager
Nancy Koch, Water Resources Manager
Sandi Lebsack, Recording Secretary

Other Attendee:

Helen Migchelbrink, Mead Town Engineer

CALL TO ORDER

President Szmyd called the meeting to order at 5:03 p.m.

ROLL CALL

All Board members were present.

AGENDA REVIEW

It was moved by Director Bukowski, seconded by Director Martens, to go into Executive Session at the end of the meeting citing §24-6-402(4)(e) C.R.S., for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators. Motion carried unanimously.

It was moved by Director Brandt, seconded by Director Martens, to go into Executive Session at the end of the meeting citing §24-6-404(4)(f) C.R.S., to discuss personnel matters – District Manager’s performance review. Motion carried unanimously.

An item was added to the beginning of Discussion Items: Bond Refinancing Update.

PUBLIC COMMENT ON NON-AGENDA ITEMS

There were no public comments.

PUBLIC HEARING – ANDREWS AND KARPIEL INCLUSIONS

President Szmyd opened the Public Hearing for the Andrews and Karpel Inclusions. There were no public comments and the Public Hearing was closed.

CONSENT AGENDA

It was moved by Director Bukowski, seconded by Director Bridgman, to approve the Consent Agenda including:

- **Minutes of the December 15, 2016 Regular Board Meeting;**
- **Tap List 612;**
- **December 2016 Disbursements in the amount \$887,244.08:**
 - **Operating Account: \$608,349.32,**
 - **ACH Manual Check Numbers 1109 to 1128 for \$80,967.96**
 - **Check Numbers 7357 to 7439 for \$527,381.36;**
 - **Payroll Account: \$278,894.76 (Three Bi-weekly payroll periods in December)**
 - **Check Numbers 1866 to 1877 for \$20,317.00;**
 - **ACH Transmittal Vouchers – O-1136 to O-1152 for \$123,992.86;**
 - **ACH Direct Deposit Numbers N-6897 to N-6973 for \$134,584.90.**
- **December 2016 Financial Report;**
- **Designation of Public Posting Places;**
- **Resolution 2017-1, Andrews and Karpel Inclusions.**

Motion carried unanimously.

DISCUSSION ITEMS:**Bond Refinancing Update:**

District Business Manager Dahl gave an update on the District bond refinancing of a portion of the District's existing debt and replacing them with a private issued loan. The expected savings is estimated to be \$27,000 to \$35,000 per year. Closing is scheduled for February 28, 2017.

Carter Lake Filter Plant:

Items discussed:

- The 42" line project;
- New hire at the filter plant;
- Successful results of using Ferric Sulfate;
- Extended run at Dry Creek pump station scheduled for May.

Town of Mead Request to Implement a Gross Water Fee on LTWD Mead Customers:

District Manager Cook recently met with Town of Mead officials regarding their wanting to implement a fee on our gross revenue from all of our customers in the Mead town limits. Subsequent to that meeting, a missing 2002 Agreement with the Town of Mead surfaced that provides for the request. The proposed fee and agreement was then reviewed and approved by District Council. If Mead implements the fee, a Public Hearing would be held for the establishment of new rates and fees. There was discussion regarding the responsibility for customer notification regarding the fee.

The District was also unaware of other articles in the 2002 Agreement that were not implemented or followed in the past fourteen years and need to be addressed:

- Mead was to transfer 22.5 acre-feet of additional water to LTWD to help make up the shortage of water rights from the original transfer. This equates to \$1,170,000 of Colorado-Big Thompson (C-BT) water at \$26,000/unit.
- LTWD agreed to provide water service to all property annexed as well as all future annexations. This could conflict with our Long's Peak Water District (LPWD) service area agreements.
- LTWD has relocated waterline to accommodate Town of Mead road and utility changes. The agreement provides that those relocations should have been done by Mead at no expense to the District. LTWD has expended \$400,000 on four projects.

Election of Officers: Secretary and Treasurer:

The Board needed to elect replacements for two offices due to the 2016 resignation of Board Member, Bob Acker, who was Board Treasurer and retirement of District Manager, Jim Hibbard, who was Board Secretary.

It was moved by Director Szmyd, seconded by Director Martens, to elect District Manager Cook for the office of Secretary of the Board of Directors. Motion carried unanimously.

It was moved by Director Szmyd, seconded by Director Martens, to elect Director Brandenburg for the office of Treasurer of the Board of Directors. Motion carried unanimously.

STAFF REPORTS

Manager's Report: District Manager Cook reported on the following.

- Platte River Power Authority (PRPA) "Request for Proposals" (RFPs): Negotiations continue regarding the District's response to the PRPA for RFPs revolving around the potential purchase of unfirmed Windy Gap shares and the exchange of their prorated share of the unallocated storage in the Windy Gap firming project.
- 2016 Irrigation Water Audit Report: A copy of the 2016 Irrigation Water Audit Report was presented. The District has contracted with the Center for ReSource Conservation for the past four years with increasingly successful results.
- AWWA M36 Water Loss Audit: The audit is due June 30, 2017.
- CLFP Tour: The Board selected Friday, February 3, at 1:00 p.m. for a tour of CLFP.
- Special District Association (SDA) 2017 Conference, September 12 – 15: The September Board Meeting date was changed to the 21st as the scheduled date of the 14th conflicted with the SDA Conference.

District Engineer's Report: District Engineer Kauffman reported on the following:

- 24-inch line replacement and related corrosion protection.

Water Resources Manager's Report: District Water Resource Manager Koch reported on the following.

The District's December water use was slightly higher than projected, but it was equal to the water use last December 2015. The District's cumulative water use so far in the Water Year 2017 is approximately 90 acre-feet higher than projected, but it is within normal winter variations.

Operations Manager's Report: District Operations Manager Lambrecht reported on the following:

- The summary of all sample results, routine and customer-requested samples, were submitted to the Colorado Department of Public Health and Environment (CDPHE) by January 10, 2017.
- The next Disinfection By-Product (DBP)2 sampling period is February 2017.
- Roof repair is underway at the District office.

DIRECTOR REPORTS

There was discussion and concerns about increasing population growth along the Front Range and the District's role in that growth.

The Board went into Executive Session at 8:10 p.m. The Board returned from Executive Session at 9:03 p.m. There was no action taken.

There being no further business, it was moved by Director Martens, seconded by Director Bukowski, to adjourn the meeting at 9:04 p.m.

Respectfully submitted,

Michael T. Cook