**MEETING MINUTES**

**ACADEMY WATER AND SANITATION DISTRICT**

**May 17, 2023**

All participation in this public meeting, including public participation, in conformance with state orders, until further notice.

This meeting is being held via SKYPE. For sign on please go to AWSD website.

ATTENDEES VIA SKYPE:

(X) Steve Callicott President

(X) Brian Houghtaling Treasurer

(X) Loring Wirbel Secretary

(X) Ronald Curry Director/Webmaster

( ) Mike Nero

Other Attendees:

( ) Sam Wood GMS Engineering

**CALL TO ORDER: 6:00 p.m.**

**MINUTES**: Ron saw couple corrections, now good, move to approve as written, seconded by Brian. Approved unanimously.

**REPORTS:**

 **SECRETARY**: Reminder of absence in June

 **TREASURER**: **BANK ACCOUNTS:**

 March April

Checking: US Bank $ 62,872.61 $ 102,510.17

Colotrust: Water $258,543.93 $259,614.31

Colotrust: Wastewater $563,209.15 $498,080.84

Budget tracker was sent out. Audit will begin next week, but Brian knows of no issue yet for audit. Steve is waiting on quote or work on road leading to plant from Canyon Dirt Works. Ron said CDR had $2 million of equipment, very professional, rough estimate in the $20,000s. Two other possible estimates are being awaited. Ron said new crown on road may be necessary, but this may cause more runoff into neighbor’s property. Reused asphalt chippings may be good option, better than gravel, though labor costs are higher.

 **OPERATIONS AND MANAGEMENT:**

**(Chronological operations report is attached)
DISCUSSION:** Steve has interviewed two people for operations position – One was a very overqualified guy who was retiring, but he decided not to take the position. Steve also talked to Ellen, who has been in business for 20 years and has full certification. She also would like to take over budget and accounting, but she is not in the district, and is in Falcon area which would be a delay for on-site. Steve was considering utilizing her in other roles. A third candidate applied but wanted to do contractor role. A fourth candidate did not return response so far.

Ron pointed out report topics on water filter refurbishment, originally thought $155,000 from two years ago, likely more expensive now. We could either have GMS do it, or manage the refurbishment ourselves through contractor.

Ron asked if president could be empowered to make immediate allocations for issues such as road repair and manhole cover. Brian said that this could be covered in budget, and it would be a good idea if regular impacts on budget are provided. Loring agreed – BOARD APPROVED.

Steve gave update on booster station flow meter. 5 Star said that tubes had been cleaned out and replaced on occasion by Anthony, so 5 Star cleaned out meter and it was working. Then Semocor decided to take meter apart and it broke. 5 Star came out again and confirmed meter is putting out 4 milliamps, or a zero read. 5 Star earlier quoted a replacement for $6500. Will quoted a rebuilt one for $4400, but it had a 12-week lead time. Brian said there is a line item for monitors for $6000 in digital power monitors, and that money could be used for that meter as a capital expense. Brian suggested a $2000 capital limit in future acquisitions. Also in booster station, they put in ventilation system because of high temperature readings resulting from sitting above operating PLCs. One side now has fan and filter, other side has filter.

Locators – All Phase Locating already has successfully found one curb stop. Ron said that many unidentified curb stops are next door or across the street from each other, so locators may be able to find more than one at once.

**OLD BUSINESS**:

* Employment of Part-Time Operations Staff: Updates on hiring, and management of possible locate contractor – Steve provided update above, Ron is regularly acting as soundboard.
* Resignation of Mike Nero as board member – Nero is not fulfilling oath of office. He has 30 days to fulfill duties, then will be considered a nonmember.
* Elections – Swearing in of Ron Curry – Steve performed the swearing in, and Ron is now member in good standing. DOLA has been notified.
* Website ADA compliance – Streamline made presentation for $2150 a year and $200 setup fee. Another company claims $500/yr through use of JavaScript attached to web site. Joan and Mandy from attorney’s office have also been contacted, they reminded we have until 2024 to demonstrate compliance.
* GIS Mapping update – Next step is to take GIS map and go through district to see where valves, manholes, etc. are, as precursor to new GIS mapping. All Phase Locating still are interested in helping in this effort.
* Board members are reviewing proposal for Flying Horse North, which Steve said does not appear to impact Pleasant View. Brian pointed out it is on the south side of North Gate Road, and 7-11. Cherokee will be providing water service into the district, so it remains to be seen if water use will impact AWSD.

**NEW BUSINESS:**

* -Disclosure of Board Member Conflict of Interest – none
* Donala waste treatment plant discussion – OCN ran an article on discussion of whether treatment plant would be continued. Donala said it would, even with two participants pulling out. Steve said concern is what kind of financial burden it would place on our district. The purpose of tasks such as GIS mapping is that if some district wanted to absorb us, it would make it easier to do so.

 And any other issues pertaining to District operations

**ADJOURNMENT: 6:59 p.m.**

Atch: Operations Report