**MINUTES**

**ACADEMY WATER AND SANITATION DISTRICT**

**August 17, 2022**

All participation in this public meeting, including public participation, will be remotely to preserve the health, safety, and welfare of the public caused by the Covid pandemic and in conformance with state orders

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

ATTENDEES VIA SKYPE:

(X ) Steve Callicott President

(X) Mike Nero Vice President (joined at 6:30)

(X ) Brian Houghtaling Treasurer

(X ) Loring Wirbel Secretary

(X ) Ronald Curry Director/Webmaster

(X ) Anthony Pastorello Manager

( ) Neil Nalepa Operator

Other Attendees:

(X) Dave Frisch GMS Engineering

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

**MINUTES**: Ron moved to approve, Steve seconded – 4 of 4 approve.

**REPORTS:**

 **SECRETARY**: July minutes re-sent Aug. 17. Not sure what happened there!

 **TREASURER**:

 June July

Checking: US Bank $ 85,704.69 $ 69,970.13

Colotrust: Water $251,752.13 $252,106.13

Colotrust: Wastewater $399,821.85 $448,607.17

Brian displayed budget sent out on 8/17 – on track for expense budget, comparing set budget and forecast based on YTD. Some items greater than forecast, some much less. Budget around $783K, appears that actual may come in at $623K. Steve commented that $623K may increase based on capital improvements set aside.

For revenues, Brian began tracking a variety of revenues: interest income, property taxes, etc. are fixed, while water usage and sanitation usage is variable. Added revenue types, $724K for water/sewage without fixed revenues, then extrapolated to find we were potentially $38,000 less than earlier budgeted. Steve figured out there was a mistake in our budget of $8K. We projected we would be charging higher fees, and we then decided to raise fees less than what was anticipated in projected budget. That gives us a running deficit.

Brian said he would print graphs of the trends for future meetings, to better show trends month by month.

The other item is continuing late-payment issues. We see people that are over 90 days past due have been put on payment plans. Discussion ensued about various residents on payment plans. One is on schedule for shutoff on Aug. 23.

Brian displayed changes to shutoff notice to better clarify how residents can call for a hearing. Ron pointed out that the board itself holds hearings, so it is not correct to say the accountant holds hearings. The wording should say the accountant can make an appointment on payment plans, or to request a hearing with the board.

Brian went to PVSC picnic, and people asked about updating posting boards to list monthly meetings; and to have a method to give Anthony some kind of identification.

Discussion on how duplexes with combined curb stops are handled in water shutoff events. Ron stressed the board should work with the property owner, not the tenant.

 **OPERATOR:
 Lightning strike at shallow well:**As you all know we suffered a lightning strike on Sunday 8/7/22. This resulted in the destruction of the: radio, ethernet service and conduit, polycarbonate cabinet, including the low voltage power supply, 120 breaker in the panel box, well#1 switch box and low voltage transformer and switch, wells #1and 3 control start relays at the water plant control panel.

  5 Star Automation and Electric Service of Colorado were called out they assessed and repaired the immediate damage allowing the water production to continue. 5Star is in prosses of rebuilding the radio, ethernet box and devices along with well#1 starter and controls. As of this moment there are no communications with the booster station in the SCADA network.

   Steve Callicott is in communication with the District insurer coordinating with Anthony and contractors on the proper filling documentation for this claim.

**Booster station pump#1 check valve failure:**During a routine check of the booster station, I noticed that pump #1 shaft was spinning when the pump was not in line (turned on). When I isolated the discharge isolation valve the shaft stop spinning indicating the check valve had failed. I immediately called our pump contractor Colorado Water Well to order a new check valve and get on schedule for service call.

**Curb stop location 1025 Tari Pl.:**Homeowner of 1025 Tari Pl. contacted me and requested that we locate their curb stop. Contractor was called out, curb box was located, when an attempt was made to shutoff it was found to be frozen in the on position. This requires shutting down the water main on Tari Pl. I am in processes of scheduling with the contractor for availability to replace curb stop.

**Disinfection byproducts testing:**On Monday I took routine yearly samples for disinfection byproducts(TTHM'S, HAA5,S). should have results in a couple of weeks.

**High systems water loss%:**As you may have noticed the distribution system has a high-water loss percentage, this is due to hydrant flushing that is being performed.

**POTABLE WATER SYSTEM**: 1,447,880 (202,080 loss – or 14% water loss)

**WASTE WATER SYSTEM**:

**OLD BUSINESS**:

* **R&R Ditching Umbrella Coverage** – Update – Dave Frisch said such clauses are not often used in many contracts. R&R is fairly well covered. Board never required umbrella coverage. Discussion counts as due diligence, so contracts can go out to R&R.
* **HB21-110 Compliance** – Ron said Mike Nero got people at Deaf & Blind School to give guidance, which amounts to “acceptable” fonts, colors, etc. Ron said he still is not sure of many details, but Mike said consensus of D&B IT people is that a subscription to a compliance service is not necessary.
* **Application for Due Diligence** – Gib’s response indicated we can move forward for the next filing, essentially pushing out the issue for another four to six years.
* **Family Program** – Steve C said recommendation from attorney of three choices: Board can say we can support the program, or the board can opt out (in which case Anthony can opt in), or Anthony can opt out. The way it works if we opt in, 0.45% of salary would be withheld, and board would add additional 0.45%. State manages the program, and when you have a claim, you take it to the state. Attorney thinks there should be public hearing and public meeting next month. Ron said we may already be too late for public notice for next month. Anthony said that he was clearly not interested. Anthony was pretty sure Neil was not interested either.

**NEW BUSINESS:**

* **Disclosure of Board Member Conflict of Interest** – None identified.
* **Lightning Strike** – Steve said he is already working with the insurance company
* **Donala Decision on Treatment Plant** – North Monument Creek Interceptor. Dave F. said that Donala is opting out of participating in the extension. Tri-View Metro District and Forest Lakes Metro District are both wanting to participate. Donala does not agree that this is a requirement, since they run the plant. Donala asked if they could become customer or owner of Monument Sanitation District plant. In the future, the issue is return flows – if it ships to Colorado Springs, they get no credit for it. At some point in the future, they’d have the opportunity to set up potable re-use. Also an issue in working with Colorado Springs Utilities. What does it mean to AWSD? If they all participate on interceptor, they could be a customer of Monument Sanitation District in a much cheaper way. AWSD would probably have to raise rates to users.
* **2023 Insurance Quotes** – Steve said he can start the process of getting quotes, but would like Brian to help find comparative quotes.
* **Posting Sites** – Public wants boards to stay up, but we should replace or update the boards. Brian mentioned there still is a sign up about the location of a planned lift station. Dave said he would remove the sign.

And any other issues pertaining to District operations

**ADJOURNMENT: 7:24 p.m.**

Atch: