

MINUTES
ACADEMY WATER AND SANITATION DISTRICT
August 21, 2024

All participation in this public meeting, including public participation, is being held via SKYPE.
For sign on please go to AWSD website at academywsd.org

ATTENDEES VIA SKYPE:

(X) Steve Callicott	President
(X) Linnea Knoerzer	Vice President
(X) Brian Houghtaling	Treasurer
(X) Loring Wirbel	Secretary
(X) Ronald Curry	Director/Webmaster
(X) Christina Cole	Ops Manager
(X) Albert Hook	Guest

CALL TO ORDER: 6:00 p.m.

MINUTES: Ron moves that July minutes be approved as written, Linnea seconds. Unanimous approval.

REPORTS:

SECRETARY: Nothing new to report.

TREASURER:

BANK ACCOUNTS:

	<u>June 2024</u>	<u>July 2024</u>
Checking: US Bank	\$ 172,108.82	\$ 145,230.94
Colotrust: Water	\$ 377,629.14	\$ 379,367.08
Colotrust: Wastewater	\$ 557,991.38	\$ 635,815.81

Brian sent out Budget Tracker. We are in excellent shape. Financials changed from cash to accrual basis in the month of July, which may show discrepancies in line items. Brian is looking for a way to put capital expenditure on the Budget Tracker, since some capital outlays do not show up (water filter and engineering costs, as well as received meters and ordered meters). Remaining capital expense budget is roughly \$303,000. This may impact on rehab of water filter and acquisition of generator.

Brian went to picnic, and some people were concerned that the pump house on Tari Place is a safety hazard. Another issue is whether we ever found the curb stop at 1255 Becky Drive.

OPERATIONS AND MANAGEMENT:

. Operations Report

July 24 - Ops Manager back from vacation.

July 25 - Collected meter reading equipment from Ron and got an update on events while away. Completed reviewing meter reads and sent final numbers to Ginger.

July 27 - Received emergency locate request for sewer repair and installation of a sewer cleanout.

July 30 - Received phone call from a customer concerned about their high water bill. I thought it might have been a meter mis-read that I didn't catch, so went to do a second reading. The initial reading was correct, so customer may have a leak. I called them back to confirm that their usage was correct and that they should look around for a leak.

Aug 2 - Another customer called looking for compensation for a water break they had on their property (inside the home) last month to help cover the water bill. I informed him that the homeowner is liable for any water used from a break on the property (unless it's the water meter). However, they can present their case at the next board meeting on Aug 21. The customer was not willing to attend the board meeting and decided to go ahead and pay the full amount.

Aug 2 - We were informed that Core & Main who we order our Neptune meters and supplies through will no longer be carrying Neptune stock. We were given a new contact at Neptune, I have spoken with them and we should be set for future orders.

Aug 8 - Customer needed an emergency shut off for a leak repair, requested Semocor respond. They were on site and had the water off within 45 minutes of original call.

Aug 9 - Several meter installs were postponed today as our plumber had a family emergency. They will be rescheduled shortly.

Aug 9 - Booster station communications loss - reset POE & Converter and comms were restored.

Aug 12 - System Low pressure alarm, cleared itself after 2 minutes. Possibly power bump.

Aug 14 - On June 20 I requested Mountain Peak Controls break down their quote for us into smaller chunks of work, and invited them to attend the next council meeting. I didn't hear back, reached out to them again today with the same request. *Update* – Mountain Peak said they could make the next meeting in September, and Steve will arrange that.

Aug 15 - A customer requested a scheduled water shut off to repair a leak, for Sunday Aug 18. Semocor completed the shut off.

Aug 16 - Our plumber installed 2 new residential Neptune meters.

Aug 19 - Arranged for cleaners to come to the plant for a site visit, because they have new owners, on Aug 28th so we can get the plant cleaned soon.

Aug 20 - Ordered 24 new residential Neptune meters with Core & Main. This will probably be the last order with them for meters as they are clearing out stock. There were 18 locate requests since the last board meeting. As new locate requests come in, am using the opportunity to locate different parts of the neighborhood as a time to also compare infrastructure to our GIS maps and do GIS tracking. Meter reading this month will begin on Thursday the 22nd. I have asked for an update on the Hydrant that was difficult to open and have not received one yet.

Well 2 meter update: Our new contact at Neptune is aware of the order and said they would look into it for us.

OLD BUSINESS:

- Audit Approval Continuation from July Meeting – Brian said no need to go over details. He told auditor it was a clean audit. Auditor will file with state, and we can post to web site. We cannot be late in 2025, so Brian will voice his displeasure at the auditors' delay, so that there is not a late filing next year.

VOTE: Ron moves we approve the 2023 audit, Loring seconds. Unanimous approval.

- GIS Mapping Status – Christina has been slowly working on it as she does locates – just a little bit at a time.

- Filter Project – Last week, Steve met with Mike Barnard Structures and Mike met with new painter to coat the filter. He is working on a quote for the filter by end of month. GMS had suggested an expensive “plural” coating which could be \$30,000 for extra equipment and operator. Benefit is curing within 24 hours. We don’t seem to be in a rush, so Steve questioned that. Donala used Series 21 coatings which are much cheaper, with curing time of 2 days to a week. Ron wondered if this would be done in CY24. Steve said it was still possible, but depends on getting diffusers which were not there with other shipments.
- Generator Project – updates on lift station generator – Meeting 8/21 with Ron, Christina, GMS, and rep from Generac. Need to find what it will cost for installation. Electrical looks like it would be less than anticipated. Sales rep worked on estimate based on 130kW liquid propane generator. Ron said it is not clear whether we have to get a propane tank ourselves, or whether Generac will do that for us. Ron added that Generac will provide bid for semi-annual maintenance. Will from GMS will get second generator estimate. Question on priority of doing one in CY24, the other in early CY25, the issue is not spending over \$303,000. Brian said his biggest concern was replacing the other water filter, which could be done through cash reserves. Ron suggests that we try to reach agreement between president and treasurer on which project to execute. Steve said that in a general sense, the water filter is a higher priority, and we may see bid for water filter early next month.
- Hydrant Repair – Hydrant flushing is done, hydrant on Becky/Stella needs to be repaired.
- Mountain Peak Control Estimate – No moving forward until discussions at a board level, preferably with Mountain Peak rep there.
- ADA Compliance – Status of Streamline taking over – New web site is up! Old web site is closed, and a pointer will exist for three months to send people to new site. The only remaining business is the update of domain from .org to .gov.

NEW BUSINESS:

- Disclosure of Board Member Conflict of Interest – None reported.
- Budget Process and November Budget Public Meeting – We will follow the budget schedule. Loring said Ron or Brian can contact him with anything needed prior to the Oct. 1 web site posting of the notice of a public meeting. Ron added that we should be charging for temporary shutoffs requested by customers, and we have not been doing so. Steve said that we need clear guides as to what is emergency and what is normal course of business.
- Discontinuation of Neptune meters for Core & Main supplier – we are putting in our last order with Core & Main. Christina has a contact who can supply to us.
- And any other issues pertaining to district operations

ADJOURNMENT: 6:50 p.m. meeting adjourned by Steve.

Atch:

- Financial Reports
- Audit discussion, Trial Balances
- Generator Discussion