

MINUTES
ACADEMY WATER AND SANITATION DISTRICT
December 18, 2024

All participation in this public meeting, including public participation, is 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) Linnea Knoerzer Vice President
(X) Brian Houghtaling Treasurer
(X) Loring Wirbel Secretary
(X) Ronald Curry Director/Webmaster
(X) Christina Cole Ops Manager
(X) Stan "J.R." Morgan Asst. Ops. Manager

CALL TO ORDER: Steve C. calls meeting to order at 6:00 p.m.

MINUTES: Ron examined minutes from Loring and Ron, made motion to approve as written, Linnea seconded. Approved unanimously.

REPORTS:

SECRETARY: Nothing new from Loring.

TREASURER:

BANK ACCOUNTS:

	<u>October 2024</u>	<u>November 2024</u>
Checking: US Bank	\$ 135,801.41	\$ 182,097.18
Colotrust: Water	\$ 384,387.01	\$ 385,923.52
Colotrust: Wastewater	\$ 719,930.66	\$ 655,153.32

Brian sent out Budget Tracker spreadsheet earlier. We are in fine shape, budgets ahead of revenue and below spending. Without major surprises before Dec. 31, we'll be in good shape.

· Mill Levy Certification documentation – Even though we approved mill levy at budget meeting, a final assessment of value stayed same as values we used at midyear. Brian still must file with county treasurer, but it needs an extra document. County rep said state put the form together in a hasty manner, so it is primarily for state to figure out mill levy. Brian filled it out and sent it.

· 2025 Insurance Quote from Specialty Insurance Partners – This year, insurance premium cost increased by \$3,982.00. Brian reached out to broker to find out what increased cost was. Brian has not yet received good explanation. Ron said that his rental-insurance premium is doubling, very common here and around the country. They suggested current property deductible of \$5,000 should be increased to \$10,000, which will cut \$572 from premium. Steve pointed out that we had one claim last year, Tari Drive, that was settled for \$10,000 (which would all come out of pocket if we raised to \$10k

· Board informally agrees to keep at \$5,000 deductible.

· Mountain Peaks Control invoice – Ginger sent MPC invoice of \$14,000. Brian told her to pay invoice. Steve said he was there when they were doing work – he was impressed at how efficiently they put panel in, as compared to Five Star. We budgeted for 2024 about \$30,000, so we still have \$16,000 through end of year.

· Tap fees accepted for 1010 Tari Dr – Steve approved Ginger sending receipt to owner, but the agreement with more technical details, is pending. Off the main water line is a tap from street to property – the inline valve is called a curb stop. Protecting the valve is a pipe that protects valve and goes up to surface level, a curb box. Steve said he would like to order more curb boxes for inventory.

OPERATIONS AND MANAGEMENT:

Nov 21 - Fischer completed repair of curb stop at 1350 Becky Drive. They will return in the spring to complete asphalt.

Nov 22- Meter reads began and were completed.

Nov 24- Booster station comms loss, reset and restored.

Nov 25- Baxter's Plumbing fixed leak in copper ball valve at water plant. They also replaced the pressure regulating valve right before it.

Nov 25- Completed review of meter reads for November and sent to Ginger.

Nov 26 - Booster station comms loss, reset.

Dec 3 - DRC began sewer cleaning work.

Dec 4 - Steve met with Ferguson at the Water Plant, our new distributor of Neptune meters

Dec 5 - Began training with JR.

Dec 9 - Preconstruction conference was held at the WTP for the filter rehab project.

Dec 9 - Received phone call from customer saying their water meter was leaking a small amount, scheduled a time to take a look at it.

Dec 12 - Had keys cut for JR, as well as extra Water Plant keys for contractors during filter rehab project construction.

Dec 13 - Work began at the WTP for the filter rehab project. Old filter material was hydrovacuumed out and cleaning of the tank began.

Dec 13 - Myself and Steve went to the home that suspected a leak on their water meter. Confirmed small leak, will replace meter but keep the same transmitter head on the meter.

Dec 13 - Reset booster station communications with Jr, gave him his keys and vest and did a locate request together.

Dec 13 - El Paso County notified us that Tari Dr and Tari Lane will be repaved this year. We will need to complete prep work (ordering manhole rings, locating all valves and manholes).

Dec 16 - DRC finished up sewer cleaning work.

Dec 17 - Baxter's plumbing installed a new residential Neptune meter. Earlier this month, Jr was hired as our Assistant Operations Manager. We have been training him and setting him up throughout the month.

There were a total of 6 locate requests since the last board meeting. The filter rehab project is underway and we are receiving updates as the work progresses. December meter reading will begin on Dec 23rd.

·* El Paso County 2025 Paving Notice – Tari Drive and Tari Lane in 2025, same procedure of getting manhole rings and valves. Loring said he could attend county meeting. Steve said to emphasize supplying rings for sewage manholes, must know sizes, etc. Ron said the contractor, not county, will have that information.

OLD BUSINESS:

- Resolution Correction from November -Loring made DOC correction in table.
 - GIS Mapping Status – Nothing new. DRC made updates to map.
 - Mountain Peak Controls – Status of SCADA Display Panels Contract- covered in Ops.
 - Filter Project – Status of New Contract
 - * Project Officially Started Dec. 13, 2024 -- Work started Dec. 13, removed all beads, removed conduit on 12/18, then USG will prep and sandblast. We had stainless steel diffusers in good shape. We will need a new grate on top of bead material.
 - * Additional costs expected
 - ~\$17k for bead material replacement
 - ~\$??k for seals and lubricants (\$6k per bulk unit?)
- Steve suggested we have open house as work was nearing completion.
- Generator Project – Brian suggests this project be delayed until we fully understand cost of second filter. Steve and Ron agreed.

NEW BUSINESS:

- Disclosure of Board Member Conflict of Interest - None
- Elections 2025 – No actions required December, at January meeting we will do annual admin resolution. Ron is checking with attorney on form of resolution and appointment of DEO.
- Colorado 811's (Location Request Services of Colorado) New Assessment Billing Model
AKA: Utility Notification Center of Colorado (UNCC)
UNCC sends out two email notices a day, and charges \$1.29 for any email that has a locate request. 2024 charge is \$1.29 per transmission (average <200 per year)
Projecting Third Billing Tier for the state = \$225 Flat Annual Assessment Amount (101-300 regular annual transmissions). We should be in this tier.
- ID Badges – Christina has one, JR will get one. Steve said if board members would like one, he will make ones for them. Ron will look into the possibility of making AWSD magnetic placards for both Christine and JR.
- And any other issues pertaining to district operations.

ADJOURNMENT: Steve moves to adjourn 6:54 p.m.