

RECORD OF PROCEEDINGS
MINUTES OF THE MEETING OF THE
LA PLATA ARCHULETA WATER DISTRICT
HELD
January 14, 2021

The regular meeting of the Board of Directors (“Board”) of the La Plata Archuleta Water District and Sundance/Farraday Subdistrict No. 1, La Plata County, Colorado, (“District”) was held on January 14, 2021, at 9:00 a.m. Due to public health concerns this meeting was held with no more than ten people in personal attendance in the District Office, all wearing masks and self-distanced due to the arrangement of the tables and chairs. Others called in to the meeting. Links and call-in information were provided.

ATTENDANCE:

Directors in Attendance Were:

Dan Lynn
Mark Williams
Ron Dent
Gregg Johnson

Directors in Attendance via Telephone Were:

Dick Lunceford

Also in Attendance Were:

Ed Tolen, La Plata Archuleta Water District Manager
Yvonne Brunson, La Plata Archuleta Water District Customer Service Representative
Cheryl Lynn, Secretary to the Board

Also in Attendance via Telephone Were:

Steve Harris, Harris Water Engineering
Barb Prose, FredrickZink & Associates
Karmen King, Grayling LLC
David Greher, Collins Cockrel and Cole
Micki Mills, Collins Cockrel and Cole

CALL TO ORDER

Vice-Chairperson Lynn called the meeting to order at 9:00 a.m.

DISCLOSURE OF
POTENTIAL CONFLICTS
OF INTEREST

Disclosure of potential conflicts of interest will be a topic of discussion at every Board meeting to address potential conflicts of interests that may arise as new agenda items are introduced. District Directors who have disclosed potential conflicts of interest can vote as issues arise. Directors present in person and by telephone reported no conflicts of interest.

PUBLIC COMMENTS

No members of the public were present via telephone or in the District Office.

APPROVAL OF
MINUTES

Upon motion duly made by Director Dent, seconded by Director Lynn, and unanimously carried, the Minutes of the December 10, 2020 Regular Board Meeting were approved as amended with the addition of the language stating that “Director Johnson’s absence was excused as a result of technical difficulties.”

FINANCIAL REPORT

Approval and Payment of Invoices – Mr. Tolen distributed the December 2020 Accounts Payable Report and December 2020 Accountant’s Compilation Report to Directors present at the meeting who reviewed the documents, clarifying information as necessary. Upon motion duly made by Director Williams, seconded by Director Dent, and unanimously carried the Board approved

payment of invoices as shown on the attached Accounts Payable statement dated January 13, 2021.

FINANCE COMMITTEE
REPORT

Consideration of Approving an Engagement Letter with FredrickZink & Associates – Consideration of the Engagement Letter is postponed until the February 11, 2021 Board meeting.

PUBLIC RELATIONS
/COMMUNICATIONS
COMMITTEE REPORT

Mr. Tolen reported that he will compile a newsletter upon completion of the next phase of pipeline.

LEGAL REPORT

Adoption of a Resolution Designating a Location to Post Notice – Upon motion duly made by Director Dent, seconded by Director Johnson, and unanimously carried the Board adopted the Resolution Designating Location to Post Notice at least 24 hours prior to each meeting at www.laplafd.org and, in the event of an exigent or emergency circumstance, to post notice at 255 Ute Street, Ignacio, Colorado.

ENGINEER REPORT

Mr. Harris advised the Board that Phase 1H Pipeline construction has begun and the Phase 2C Pipeline Design phase is well along. He deferred specific project reports to Mr. Tolen.

Phase 1H Pipeline: Mr. Tolen reported that Phase 1H construction has progressed to the Hogs are Beautiful Lane. Boring is taking place in the area of the tree line adjacent to Highway 160, to be able to maintain the viability of the established trees. Please refer to the General Manager's January 2021 Report for additional detail.

Phase 2CPipeline: Mr. Tolen estimated the Design of Phase 2C to be 60% complete. He has a meeting today with property owners Bairds and Semlers who assert that the County only has surface rights for the road rights-of-way across their properties. If the District wishes to place a water pipeline across these properties additional easements will need to be obtained.

ENVIRONMENTAL
REPORT

Ms. King advised the Board that the Phase 2C 401c Permitting process has continued to the point that the comment period closes on January 15, 2021, and the permit should be able to be issued by the end of January, 2021.

GENERAL MANAGER
REPORT

Letter to County Regarding Service to Gem Village Area – Mr. Tolen advised the Board that he addressed his letter to the new Board of La Plata County Commissioners to involve them in the process. The letter requests authorization to serve properties within the BSA (Bayfield Service Area) and BPSA (Bayfield Potential Service Area) under the current Service Plan to benefit governmental agencies and property owners and generally reduce costs and delays to all parties.

Change Order to Phase 1H, Part 2 Contract: Upon motion duly made by Director Dent, seconded by Director Johnson, and unanimously carried the Board approved a change order to Phase 1H in the amount of \$60,215 to install a 10-inch water main across Highway 160 at the east end of Gem Village to facilitate construction of any improvements on the north side of the highway. Please see the January 2021 General Manager's Report for additional detail.

Discussion on General Manager's Annual Review Form – Vice-Chairperson Lynn lead the discussion of possible changes to the current District General Manager Performance Evaluation Form. Board members agreed with merging some of the categories to decrease redundancy and agreed that placing a Goals Section at the end of the evaluation form rather than as part of each category would be more streamlined. Mr. Tolen will revise the form according to Board

suggestions, provide his own comments, and distribute the form to Board members for review prior to the February 11, 2021 meeting.

EXECUTIVE SESSION No Executive Session was conducted.

ANY OTHER MATTER
WHICH MAY COME

BEFORE THE BOARD No other matters were brought before the Board.

ADJOURNMENT

The meeting adjourned at 9:27 a.m. The next regular meeting of the District is scheduled for Thursday, February 11, 2021, at 9:00 a.m. at 255 Ute Street, Ignacio, Colorado, unless it is necessary to meet on another matter to satisfy governmental requirements.

APPROVED

Dick Lunceford by Cheryl Lynn
Richard T. Lunceford Secretary

Mark Williams
Mark Williams

Ron Dent
Ron Dent

Cheryl Lynn
Secretary for the Meeting

Gregg Johnson
Gregg Johnson

Daniel R. Lynn III
Daniel R. Lynn, III