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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**JANUARY 16, 2020 REGULAR MEETING**

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**Call to Order**

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 5:02p.m

**Attendance**

The following Directors were present: Jim Smith, Glenn Walsh, and Blake Brueckner. Gordon McIver and Paul Hansen were not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Glenna Sullivan, Al Pfister, Chris Mannara, and Clifford Lucero.

**Approval of Minutes**

The Directors reviewed the minutes for the October 24, 2019 Regular Meeting (all copies attached). A motion was made by Director Walsh and seconded by Director Brueckner to approve the minutes. The motion passed unanimously.

**Public Comment**

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

**Public Hearing on 2020 Water Rate Increases**

The Public Hearing on 2020 water rate increases was opened at 5:04pm. Aaron Burns began the discussion by explaining that the overall strategy is that water rates will increase 6% per year until 2023. This strategy by the 2018 PAWSD water and wastewater rate study. Director Walsh noted that the PAWSD rate study motivation was to cover costs. Justin Ramsey responded that legally, PAWSD has to justify their rates which is why a rate study was done. There being no further discussion or questions, the public hearing was closed at 5:09pm

**Consideration and approval of 2020 Board Meeting schedule**

Aaron Burns began the discussion by noting that the Board Meeting schedule is going to shift to the second Thursday of every month as opposed to the third Thursday of every month. Mr. Burns explained that this change allows for time in December when PAWSD has their budget deadlines. Mr. Burns also noted that there will continue to be no meetings scheduled for July or November.

A motion was made by Director Walsh and seconded by Director Brueckner to approve the 2020 Board Meeting schedule. The motion passed unanimously.

**Consideration of Resolution 2020-01 Board of Directors annual posting for meetings**

Aaron Burns began the discussion by explaining that in the past, meeting notices were physically posted around town but as of August, 2019, PAWSD is no longer required to physically post meeting notices. Mr. Burns

51 explained that notices are now posted on PAWSD website and in PAWSD lobby as that is all that is required by  
52 statute.

53  
54 A motion was made by Director Brueckner and seconded by Director Walsh to approve Resolution 2020-01  
55 Board of Directors annual posting for meetings. The motion passed unanimously.

56  
57 **Consideration of Resolution 2020-02 calling for the 2020 Regular Election and appointment of a**  
58 **designated election official**

59  
60 Aaron Burns began the discussion by explaining that a resolution has been drawn up to call for the 2020  
61 Election. This resolution also allows PAWSD to appoint Glenna Sullivan as a designated election official.

62  
63 A motion was made by Director Walsh and seconded by Director Brueckner to approve Resolution 2020-02  
64 calling for the 2020 Regular Election and appointment of a designated election official. The motion passed  
65 unanimously.

66  
67 **Consideration of Amendment to Rules and Regulations – Clarifying the limitations for water modeling**

68  
69 Justin Ramsey began the discussion by stating that PAWSD currently requires developers to run a model if they  
70 are going to need more than 4 EU's in order to verify that existing infrastructures can handle the increase in use.  
71 Mr. Ramsey explained that this amendment clarifies that builders have a certain amount of time to start  
72 construction and are not able to hold on to infrastructure availability indefinitely. Director Brueckner suggested  
73 giving developers a 6 month time limit with a possible extension with Board approval.

74  
75 Clifford Lucero with Archuleta County Housing Authority (ACHA) noted that he is going to start building in the  
76 next few months and is going to need to run a model. Mr. Lucero stated that he is concerned with the fact that  
77 100 EU's are already spoken for that may affect his model. Justin Ramsey replied that he received an email  
78 from Jack Searle offering to give ACHA their model since they are only using 10 EU's, but later backed out of  
79 the commitment. Director Brueckner noted that he does not see an issue with developers giving their models to  
80 other developers. Mr. Ramsey replied that PAWSD will allow it with Board approval.

81  
82 A motion was made by Director Walsh and seconded by Director Brueckner to approve the amendment to the  
83 Rules and Regulations – clarifying the time limitations for water modeling at Board discretion further modifying it  
84 to establish a 6 month time frame. The motion passed unanimously.

85  
86 **Presentation on fee waivers**

87  
88 Justin Ramsey explained to the Board that he has created a spreadsheet regarding low-income housing fee  
89 waivers on capital investment fees (CIF's). Mr. Ramsey noted that this would not affect monthly water rates, it is  
90 strictly for new construction fees. The Directors discussed what percentage of fee waivers would be fair to  
91 charge each AMI group. Clifford Lucero stated that he believes giving a 100% discount to 60% AMI and lower is  
92 fair. Mr. Lucero noted that these projects don't come around often and they are very beneficial to the Town of  
93 Pagosa Springs. Mr. Ramsey explained to the Board that this will only affect residential units, not commercial.  
94 The Board agreed upon assumptions for annual residential units at below 60% AMI, 60 to 80% AMI and 80 to  
95 100% AMI. The Board directed staff to turn this into a resolution.

96  
97 Chairman Smith opened the meeting back up to public comment at this time. Clifford Lucero read a letter from  
98 ACHA formally requesting to have CIF fees waived for their upcoming project.

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100 Director Brueckner asked how PAWSD would be able to verify AMI percentage for upcoming projects. Mr.  
101 Ramsey responded that they would have to be deed restricted.

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**Manager Talking Points**

**a. Water Loss**

Justin Ramsey explained that the Hatcher WTP feeds the Hatcher tank which flows into the storage tanks at Stevens and Meadows. He noted that PAWSD controls how the tanks are fed with a valve in the road on North Pagosa and Aspen Glow. Mr. Ramsey explained that this valve is not designed to be opened and closed and PAWSD is going to put in a new valve in the spring, but until then the Stevens tank is overflowing causing 1.5 – 2 million gallons of water loss a week.

**b. URA Discussion**

Justin Ramsey noted that although several Boards asked the Town of Pagosa Springs to reconsider, they opted at their last meeting to stick with an 11 member Board with 7 of the Board members being the city council. Mr. Ramsey also noted that he attended the School Board Meeting where they voted 4-1 not to participate in the URA Board unless the Town reconsiders. Mr. Ramsey stated that he briefly spoke with a URA attorney who explained the binding arbitration. The attorney stated that the URA Board and PAWSD would each pick an arbitrator and those two would pick a third arbitrator. The costs of arbitration would be split 50/50 between the District and the URA Board.

**c. San Juan Water Conservancy District Work Session reminder**

Mr. Ramsey reminded the PAWSD Board members that there will be a joint work session with San Juan Water Conservancy District on January 23<sup>rd</sup> at 5:00pm at PAWSD administrative offices.

**d. Bootjack Diligence Litigation**

Mr. Ramsey explained that a couple years ago, Bootjack started opposing PAWSD diligence hearings and PAWSD opposed Bootjack diligence hearings. A meeting is going to be set up to try to come to an agreement with them as attorney fees are getting expensive.

**Any other Business Brought before the Board will be Duly Considered**

There being no other business brought before the Board, Director Walsh made a motion to adjourn at 7:22pm, Director Mclver seconded the motion, which passed unanimously.

Respectfully submitted,

Gordon Mclver  
Secretary

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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**JANUARY 23, 2020 JOINT WORK SESSION**

**Call to Order**

The Joint Work Session for the Pagosa Area Water and Sanitation District (PAWSD) and San Juan Water Conservancy District (SJWCD) was called to order by PAWSD Chairman Smith at 5:02p.m.

**Attendance**

The following PAWSD Directors were present: Jim Smith, Glenn Walsh, and Blake Brueckner, Gordon McIver and Paul Hansen.

The following Directors were present from the San Juan Water Conservancy District: John Porco, Merlin Wheeler, Candice Kelly, Doug Secrist, Al Pfister, Susan Nossman, and Bill Hudson.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Deni Blaisch, Chris Mannara, and Renee Lewis.

**Introductions**

The Directors of PAWSD and SJWCD went around the room and introduced themselves.

**CWCB Discussion**

Justin Ramsey began the discussion by explaining that San Juan Water Conservancy District (SJWCD) and Pagosa Area Water and Sanitation District (PAWSD) have a joint agreement with the Colorado Water Conservation Board (CWCB) in regards to the Dry Gulch Project. Mr. Ramsey explained that in the agreement are specific items that both entities have to abide by. The jointly owned property has an ongoing 15 year lease with the Weber's which expires January of 2023.

Mr. Ramsey went on to note that when the loan was re-structured in 2016, it was broken into two sections. "Loan A" is a 20 year planning period which started in 2016. PAWSD is paying on the 4.2 million dollar debt at 1.75% interest. Mr. Ramsey explained that after the planning period ends in 2036, PAWSD will go into "Loan B" where the planning period can be extended by another 20 years. At this time, PAWSD will start paying the remaining 4.5 million dollars at 1.75% interest. Aaron Burns noted that the current Loan A balance is 3.35 million dollars. Renee Lewis asked if the current payment is still roughly \$501,000 a year. Mr. Burns responded that the original payment before the re-structure was \$501,000 a year but since the re-structure it has effectively been cut in half with the payment being roughly \$256,000 a year. Mr. Burns explained that the other half of the money has to be applied to water loss prevention.

Justin Ramsey explained that SJWCD's agreements include leading long term management of the project, developing additional project stake holders, using best efforts to pursue additional land if necessary, obtaining written approval from CWCB and PAWSD before proceeding with any land changes, and taking the lead on future water court proceedings in relation to the project. Mr. Ramsey then went on to explain that PAWSD's agreements include having the project as the preferred option for long term water planning, all future water demands will first be met with project water, PAWSD will not convey West Fork water to District 1 ditches, pipelines, or reservoirs, file joint applications with SJWCD for finding of reasonable diligence when required by the Water Court, and no less than 50% of annual payment savings from principal and interest rate reductions are to be used on water loss efforts on distribution system.

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Mr. Ramsey noted that PAWSD cannot sell any part of the property and if the whole project property is sold, CWCB gets first right of refusal. He explained that if the property is sold and the project is not constructed, PAWSD and SJWCD will have to repay the \$1,000,000 grant at 3.5% interest from the original date of the grant. If the property is sold during the planning period, Loan A and Loan B will each have to be repaid at 3.5% interest back dated to September of 2016. Additionally, Mr. Ramsey added that CWCB will also get 50% of any money above everything owed.

**Weber Leases**

Justin Ramsey began the discussion by stating that PAWSD is currently in a 15 year lease with the Weber's, the original owners of Running Iron Ranch, which began January of 2008 and will end January of 2023. Mr. Ramsey noted that there are four separate agreements; one for each parcel of land and one is a sand and gravel lease. Director Hansen mentioned that when the lease agreement is over in 2023, he does not think PAWSD should continue with the sand and gravel lease. Mr. Ramsey went on to note that the Weber's had two separate lease agreements and one is now closed with the State requesting PAWSD remove that piece of property from the overall lease. Mr. Ramsey explained that a document will be put together for the Weber's to sign taking the 21 acres along the San Juan River off the lease. Director Hansen added that long term plans should be considered regarding the 21 acres along the San Juan River. He added that some of the methods for getting water into the reservoir are to take water out of the San Jan River and PAWSD may need that land to access the river. John Porco added that the latest version of the preliminary design eliminated the pumping station below the dam and substituted a siphon with a pipeline that essentially follows the Park Ditch. Director Hansen noted that PAWSD may need to run a pipe from the reservoir to one of the water treatment plants. Mr. Porco responded that having a method to get water from the reservoir back to the river is a positive aspect of the reservoir.

Justin Ramsey went on further to explain the Weber lease agreements. He stated that PAWSD must provide irrigation water to the Weber's retained property unless the Weber's no longer own the property. Mr. Ramsey also noted that both Districts are required to pay all fees associated with Park Ditch and with this lease, the Weber's have all the rights to that water. Also, Districts cannot interfere with the development of the retained property and access must be maintained. There is a signed Legal Access Easement providing access to the retained property. Mr. Ramsey noted that the Weber's will have to reclaim the land when they are finished mining.

Bill Hudson suggested each Board select two members to get together and work through the details of the lease agreement. Director Hansen added that he does not think the gravel lease should continue and suggested that there be surveys done to see how much gravel is left on the property. Mr. Ramsey noted that before a decision is made, the Boards should do more research on what the gravel is worth and how much is left. At Glenn Walsh's recommendation, the SJWCD and PAWSD Boards agreed to pick 3 members from each Board at their next Board Meetings to sit on a lease committee.

**IGA Discussion of Running Iron Ranch**

Justin Ramsey explained that he has written a draft for both Board's members to review regarding selling/leasing the Running Iron Ranch property. Bill Hudson noted that the IGA will flow naturally out of having the lease discussion.

**Any other Business Brought before the Boards will be Duly Considered**

Bill Hudson stated that SJWCD is interested in collaborating with PAWSD on hiring legal help to look into the URA Board. Justin Ramsey responded by explaining that he spoke with the Special District Association (SDA) who gave him a list of attorneys who specialize in URA's. PAWSD contacted one of the attorneys who gave 30

103 minutes of her free time to answer questions. Mr. Ramsey noted that he first asked her if this URA would affect  
104 PAWSD's TABOR. She responded that yes, it would, but it would take more than 30 minutes to get into that  
105 discussion. Mr. Ramsey explained that he then asked the attorney how binding arbitration would work. Her  
106 response was that after 3 months of negotiation with the developer, the URA Board and the Special District  
107 each pick an arbiter, those two arbiters pick a third, and the three arbiters work together. The fees for the  
108 arbiters would be equally split between the URA Board and the District. The last question Mr. Ramsey asked the  
109 attorney was whether or not the make-up of the URA Board could be changed. The attorney responded that it  
110 can be changed but it is ultimately the Town's decision.

111  
112 Bill Hudson mentioned that SJWCD has put money in their budget to fund research to see if cloud seeding in  
113 our area works the way it is supposed to and asked if PAWSD would be interested in discussing it more. Justin  
114 Ramsey stated that he is skeptical about it but PAWSD can talk about it if the Board members are interested.  
115 Director Hansen mentioned that PAWSD used to put money in their budget for cloud seeding and asked Renee  
116 Lewis if she remembered if there were any results from it. Ms. Lewis responded that the Board at the time felt  
117 that there was not enough data available to prove that it was worth the money being contributed. Mr. Ramsey  
118 ended the conversation by stating that cloud seeding is not in PAWSD's budget for 2020.

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120 There being no further business to come before the Board, the Joint Work Session was adjourned at 6:27p.m.

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123 Respectfully submitted,

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127 Gordon Mclver

128 Secretary

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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**FEBRUARY 13, 2020 REGULAR MEETING**

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**Call to Order**

7 The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by  
8 Chairman Smith at 4:59p.m.

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**Attendance**

12 The following Directors were present: Jim Smith, Glenn Walsh, and Gordon McIver. Blake Brueckner and Paul  
13 Hansen were not present. A motion was made by Director McIver and seconded by Director Walsh to excuse  
14 Blake Brueckner and Paul Hansen from the meeting. The motion passed unanimously.

15  
16 In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Bill Hudson, Bob  
17 Walan, Jack Searle, John Finefrok, and Al Pfister

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**Approval of Minutes**

21 The Directors reviewed the minutes for the January 16, 2019 Regular Meeting and the January 23<sup>rd</sup> SJWCD  
22 Joint Work Session (all copies attached). A motion was made by Director Walsh and seconded by Director  
23 McIver to approve the minutes. The motion passed unanimously.

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**Public Comment**

27 Chairman Smith opened the meeting to public comment. Bill Hudson noted that San Juan Conservancy District  
28 appointed three members for the Running Iron Ranch Joint Lease Committee at their February Board Meeting.

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**BWD Request for Model Result Extension and Transfer**

32 Justin Ramsey began the discussion by explaining that BWD has run a 100 equivalent unit (EU) model for River  
33 Rock Estates and are now going to reduce that model to 10 or 12 units. Mr. Ramsey also noted that BWD would  
34 like to extend their timeline to start building as they are still moving forward with the project. Jack Searle added  
35 that BWD came to the conclusion that it was not economically feasible to do the project with 100 EU's and  
36 requested an extension of one year. Justin Ramsey noted that this extension will not affect any other proposed  
37 projects in the area that PAWSD is aware of.

38  
39 Mr. Searle explained that BWD Construction is planning to build 800-1,200 square foot townhomes at the  
40 Mountain Lake Vista development behind the Pagosa Lodge. Director McIver asked if BWD has thought about  
41 building apartment buildings. Mr. Searle responded that they have considered apartments as well as  
42 townhomes but either way they want to build affordable housing. Mr. Searle and Director Walsh discussed  
43 PAWSD multifamily capital investment and raw water acquisition fees. Mr. Ramsey added that there will be a  
44 discussion on capital investment and raw water acquisition fees for workforce housing at March's Board meeting  
45 and suggested BWD be part of the discussion.

46  
47 A motion was made by Director Walsh and seconded by Chairman Smith to extend BWD's model result for one  
48 year. The motion passed unanimously.

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**Public Hearing on Petition for Inclusion for Kalei Pitcher**

52 The Public Hearing on Petition for Inclusion for Kalei Pitcher was opened at 5:28pm.

53

54 Justin Ramsey began the discussion by explaining that Kalei Pitcher lives at the top of Snowball Road just past  
55 PAWSD water treatment plant and has requested a single EU for his personal home that is currently on a well.  
56 Mr. Ramsey added that Kalei Pitcher has already paid the fees and this will not cost anything to PAWSD.

57

58 A motion was made by Director Mclver and seconded by Chairman Smith to approve the petition for inclusion  
59 for Kalei Pitcher. The motion passed unanimously.

60

61 There being no further discussion or questions, the Public Hearing on the Petition for Inclusion by Kalei Pitcher  
62 was closed by Chairman Smith.

63

64 **Consideration of Resolution 2020-04 Reduction of Capital Investment and Raw Water Acquisition Fees**  
65 **for Workforce Housing**

66

67 Chairman Smith explained that Director Brueckner and Director Hansen both requested the discussion on  
68 Resolution 2020-04 be postponed until March's Board Meeting as they wanted to be part of the discussion.

69

70 A motion was made by Director Mclver and seconded by Director Smith to table the consideration of Resolution  
71 2020-04 reduction of capital investment and raw water acquisition fees for workforce housing until March's  
72 Board Meeting. The motion passed unanimously.

73

74 **Discussion on Geothermal Lines and Reservoirs**

75

76 Director Mclver began the discussion by explaining that there is a need for PAWSD to set policy for people who  
77 have lakefront property and want to use the lake access to provide heating and cooling for their homes by way  
78 of a ground source heat pump, using the lake as the heat source. Director Mclver added that the least  
79 expensive and easiest way to get heat from the earth is by utilizing a lake if there is one on your property. He  
80 noted that the geothermal system is documented to have the lowest environmental impact on the planet as it  
81 does not directly burn fossil fuels, but it does use electricity to either move heat out of or put heat into the earth.

82

83 Director Mclver explained that the geothermal system will typically submerge several thousand feet of tubing to  
84 the bottom of the lake and circulate liquid through the tubing. Justin Ramsey asked what kind of fluid is used in  
85 the tubing. Director Mclver responded that typically it is a type of denatured alcohol, usually with a small portion  
86 of corrosion inhibitor to protect the water pumps from corrosion. Mr. Ramsey asked if this is approved by NSF.  
87 Director Mclver responded that he does not recall whether it is or not, but he received permission from PAWSD  
88 in 2007 to put a system in Village Lake and one of the criteria PAWSD requested was to use an NSF approved  
89 antifreeze. Director Mclver then noted that antifreeze is needed because the heat pump will remove enough  
90 heat to lower the water below freezing point and it needs to be kept in a liquid state.

91

92 Justin Ramsey asked what kind of pipe is used and if the same kind of pipe is used throughout the whole  
93 process. Director Mclver responded that it is poly pipe that runs all the way from the water to the house and all  
94 connections made are heat fusion connections.

95

96 Director Walsh asked how far from the lake this service could effectively be provided. Director Mclver replied  
97 that not all lakefront property is appropriate as it requires a 7-8 foot depth in the lake.

98

99 **Consideration of volunteers for Running Iron Ranch Joint Lease Committee with SJWCD**

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101 Chairman Smith explained that he spoke with Director Hansen who requested himself, Director Walsh, and  
102 Chairman Smith to be on the joint committee.



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A motion was made by Director Walsh and seconded by Chairman Smith to appoint Director Hansen, Director Walsh, and Chairman Smith to the Running Iron Ranch Joint Lease Committee with SJWCD.

**Manager Talking Points**

**a. Water Loss**

Justin Ramsey began the discussion by explaining that water loss went up in January due to a PRV that was found leaking substantially. Mr. Ramsey added that the leak has been repaired and the following week, water production out of Hatcher dropped 1.37 million gallons in one week.

**b. Election**

Justin Ramsey began the discussion by noting that self-nomination forms are due by February 28<sup>th</sup>. Mr. Ramsey added that Director Brueckner has decided that he is unable to run again and the Board can appoint somebody after the election if needed.

Mr. Ramsey also noted that the State is going to give a presentation on the pros and cons of putting fluoride in the water which the Board members are welcome to join.

**Any other Business Brought before the Board will be Duly Considered**

Bill Hudson suggested PAWSD pick a date to meet with SJWCD for the joint lease committee. PAWSD Board members agreed to meet Wednesday, February 26<sup>th</sup> at 2:00pm at PAWSD administrative offices.

There being no other business brought before the Board, Director Mclver made a motion to adjourn at 6:03pm, Director Walsh seconded the motion, which passed unanimously.

Respectfully submitted,

Gordon Mclver  
Secretary

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**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
MARCH 3, 2020 SPECIAL MEETING

**Call to Order**

The Special Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 3:02p.m.

**Attendance**

The following Directors were present: Jim Smith, Glenn Walsh (by phone), Gordon Mclver, and Blake Brueckner. Paul Hansen was not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Glenna Sullivan

**Consideration of Cancellation of Election and Declaration Deeming Candidates Elected**

PAWSD Designated Election Official, Glenna Sullivan, explained to the Board that at the close of business on May 2<sup>nd</sup>, there were not more candidates for director than offices to be filled, including candidates filing affidavits of intent to be write-in candidates. Ms. Sullivan then recommended that the Board consider cancelling the 2020 election. A motion was made by Director Mclver and seconded by Director Walsh to approve Resolution 2020-04 cancelling the 2020 election and declaring candidates elected. The motion passed unanimously.

There being no further business to come before the Board, Director Mclver made a motion to adjourn the meeting at 3:06 pm. Director Brueckner seconded the motion, which passed unanimously.

Respectfully submitted,

Gordon Mclver  
Secretary

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**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
MARCH 12, 2020 JOINT WORK SESSION

**Call to Order**

The Joint Work Session for the Pagosa Area Water and Sanitation District (PAWSD) and San Juan Water Conservancy District (SJWCD) was called to order by PAWSD Chairman Smith at 1:01p.m.

**Attendance**

The following PAWSD Directors were present: Jim Smith, Glenn Walsh, and Paul Hansen.

The following Directors were present from the San Juan Water Conservancy District: John Porco, Doug Secrist, Al Pfister, and Bill Hudson.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Chris Mannara, James Dickhoff, Donald Weber, Kathy Weber, and Andy Weber

**Weber Lease Discussion**

Justin Ramsey began the discussion by explaining that the current Weber lease expires January 3, 2023 and based on the three way agreement between SJWCT, PAWSD, and the Colorado Water Conservation Board (CWCB), when the lease expires, there are a variety of things that could happen. Mr. Ramsey noted that some of these options would be to extend the Weber's gravel and/or grazing lease, have an open bid for the gravel and/or grazing lease, open the property for a park run by the Town, County, or Parks and Wildlife, or do nothing. Mr. Ramsey explained that on March 2<sup>nd</sup>, there was a meeting between Justin Ramsey, Aaron Burns, Jim Smith, Al Pfister, Kathy Weber, Don Weber, and Andy Weber. In the meeting, Andy Weber explained that he believes that there are approximately 3 to 5 years left in the gravel quarry. The Webers also expressed that they are interested in extending both the gravel and the grazing lease and when the existing quarry runs out, they would like to keep the equipment where it is in order to import gravel to be crushed with their existing equipment. Mr. Ramsey noted that if the Webers do not continue the gravel lease, per the State Mining and Reclamation, they will have to reclaim the property before they fully exit the property.

Justin Ramsey explained that another topic discussed in the meeting with the Webers was the existing structures on the property. Mr. Ramsey noted that there are two homes on the property. The home closest to the highway by the weigh station is in disrepair as it has been flooded multiple times and is full of mold and mildew. Mr. Ramsey explained that Al Pfister came up with the idea to possibly talk with the fire department to do a burn exercise on the building. Mr. Ramsey then noted that the second home on the property is about 100 years old and although it is in disrepair as well, it is currently being occupied by a family member.

Justin Ramsey explained that about 6 or 7 months ago, the State of Colorado did a walkthrough with the Webers on the 21 acres near the river that used to have a quarry on it. The Webers have reclaimed the land and the State gave them their bond back. Mr. Ramsey noted that at the end of the meeting Lucas West recommended that the 21 acres be removed from the lease. Mr. Ramsey put together an agreement for taking the 21 acres off the lease and has provided it to the Webers if that is what is agreed upon.

Al Pfister added that he would like to get input from the Natural Resources Conservation Service if the grazing lease is going to continue.

51 Director Walsh noted that he does not believe that a reservoir is going to be built for another 40 years and he is  
52 going to support whatever provides the best benefit to the tax payers. Mr. Ramsey added that based on the  
53 CWCB agreement, anything can be done on the property as long as it does not hamper the construction of a  
54 reservoir sometime in the future. Director Walsh expressed that he is interested in entering into discussions with  
55 the State of Colorado about giving them a long term lease and making the property into a state park. Mr.  
56 Ramsey added that he spoke with Ryan from Parks and Wildlife and at this point they are not interested in doing  
57 anything with just the 21 acres as it is too small for the State to get involved.  
58

59 Director Hansen explained that he believes that the nicest asset to owning the property is having piece of mind  
60 that the reservoir can be put in at some point and he does not believe that the property should be sold. Director  
61 Hansen also noted that he is against continuing the gravel lease because there is going to be a lot of gravel  
62 needed to build a dam in the future.  
63

64 Bill Hudson suggested putting out a request for proposals to the community to get public feedback.  
65

66 Andy Weber explained that there is not enough gravel in the community and he is having a hard time finding  
67 other options. Mr. Weber noted that there is gravel but it is on Forest Service land and nothing can happen with  
68 that until the County and Forest Service work together. Mr. Weber added that he would like to keep the site  
69 where it currently is because he is able to haul from the tunnel and would also like to set something up on the  
70 river in order to pull gravel without having to set a crusher. Director Hansen asked Andy Weber if he would  
71 consider leaving the gravel and just recycling. Mr. Weber replied that there is not enough recycle material to do  
72 that here. Director Hansen then asked Mr. Weber if he could still run his gravel operation if the property was  
73 turned into a park. Mr. Weber replied that he would still be able to run the gravel operation as most of what he is  
74 working on now is almost finished and will be reclaimed.  
75

76 Director Hansen asked the Webers if they had an idea of what a fair lease would look like. Andy Weber replied  
77 that he does not at this time as he did not know what PAWSD and SJWCD were interested in doing. Mr.  
78 Ramsey added that selling the property most likely isn't an option because of the penalties involved if the  
79 property is sold.  
80

81 Andy Weber asked why PAWSD isn't able to get the dam built at this time. Mr. Ramsey replied that it is a large  
82 project for a District our size and we would need partners willing to offset the cost. Mr. Weber asked if a water  
83 treatment plant would need to be built as well when the dam is built. Mr. Ramsey replied that there would need  
84 to be a water treatment plant in order to use the water from the dam. Mr. Weber noted that he was under the  
85 impression that all of the water was going to be pumped from the dam. Al Pfister replied that the concept of the  
86 pumping station has gone away and the last discussions on if the reservoir was going to be built is that it would  
87 come from Park Ditch. Donald Weber added that Park Ditch goes all the way around the ranch and supplies  
88 water to a lot of residences and asked what would happen if a park was put in. Mr. Pfister replied that if a park is  
89 the alternative that is pursued, water rights would have to be taken into account.  
90

91 Director Hansen noted that he agrees with Bill Hudson's previous comment about getting public comment  
92 before making any decisions. Director Smith asked how long the request would be put out to the public. Mr.  
93 Ramsey replied that a request for information is open ended and it could be put out for several months. Al  
94 Pfister added that the request should list the restrictions with the CWCB agreement. The PAWSD and SJWCD  
95 Boards both agreed that SJWCD would put together a request for information for the public.  
96

97 Kathy Weber explained that when she sold the property, she was told that when the lease was up the Webers  
98 would have the right to lease it back until the dam is built. Mr. Ramsey replied that the lease can be extended  
99 indefinitely upon agreement by both parties.  
100

101 There being no further business to come before the Board, the Joint Work Session was adjourned at 2:20p.m.

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104 Respectfully submitted,

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108 Gordon Mclver

109 Secretary

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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**MARCH 12, 2020 REGULAR MEETING**

**Call to Order**

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 5:04p.m.

**Attendance**

The following Directors were present: Jim Smith, Glenn Walsh, and Paul Hansen, and Blake Brueckner. Gordon McIver was not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Chris Mannara of the Pagosa Sun and Lori Henricksen from Habitat for Humanity.

**Approval of Minutes**

The Directors reviewed the minutes for the February 13, 2020 Regular Meeting and the March 3, 2020 SJWCD Joint Work Session (all copies attached). A motion was made by Director Walsh and seconded by Director Brueckner to approve the minutes. The motion passed unanimously.

**Public Comment**

Chairman Smith opened the meeting to public comment. Lori Henricksen with Habitat for Humanity explained that she spoke with Justin about how to determine AMI and provided Justin with the information Habitat for Humanity uses when they do USDA loans. Ms. Henricksen noted that she has also talked with other housing organizations within the community and there are several different ways to determine AMI but she handed out copies of HUD 2019 Income Limits Summary (all copies attached). Chairman Smith asked if affordable housing works for mobile home parks. Ms. Henricksen responded that the USDA does have specific programs for manufactured housing and it would be something worth looking into.

**Public Hearing on Changes to Non-Rate Revenue**

The Public Hearing on changes to non-rate revenue was opened at 5:09p.m. Aaron Burns presented analysis performed on District connection charges and other non-rate fees. The research found that some fees would need to be increased to cover calculated costs while others could be decreased as a result of material cost savings.

A motion was made by Director Hansen and seconded by Director Walsh to approve changes to the non-rate revenue fees as presented. The motion passed unanimously. There being no further discussion or questions, the public hearing was closed at 5:18p.m.

**Consideration of RFQ for District Legal Counsel**

Justin Ramsey began the discussion by explaining that PAWSD's previous attorney has left his position and the attorney that took over for him does not have as much experience with special districts. Mr. Ramsey suggested to the Board that it may be worth looking into an attorney with experience in water rights and special districts. Mr. Ramsey also noted that PAWSD should look into finding an attorney with URA experience.

52 A motion was made by Chairman Smith and seconded by Director Hansen to send out an RFQ for District Legal  
53 Counsel. The motion passed unanimously.

54

55 **Consideration and Appointment of District Checking Account Signers**

56

57 Aaron Burns began the discussion by explaining that check signers were assigned when PAWSD was banking  
58 with Citizens Bank. Since TBK Bank has taken over, they are updating their files and requested minutes on the  
59 decision to establish these names as checking account signers. Mr. Burns noted that at this time it is  
60 appropriate to remove Nancy Stahl and add Marlo Herrera-Counsell to the District checking accounts. The new  
61 bank authorized signers would be: Jim Smith, Paul Hansen, Glenn Walsh, Justin Ramsey, Aaron Burns, and  
62 Marlo Herrera-Counsell. Aaron Burns, Justin Ramsey, and Marlo Herrera-Counsell would be authorized to set  
63 up and approve wire transfers.

64

65 A motion was made by Director Walsh and seconded by Director Brueckner to approve the appointment of  
66 District checking account signers. The motion passed unanimously.

67

68 **Consideration of Resolution 2020-03 Reduction of Capital Investment and Raw Water Acquisition Fees  
69 for Workforce Housing**

70

71 Justin Ramsey began the discussion by noting the two issues he sees with reduction of capital investment fees  
72 for workforce housing. First being that capital investment fees are based on a 10 year capital investment plan  
73 and a rate study meaning that in theory, all of PAWSD capital investment fees have already been allocated.  
74 Thus any reduction in CIF fees for workforce housing would have to be made up through other means. The  
75 current recommendation is to increase the CIF fees on all housing above 100% AMI. Director Walsh suggested  
76 adding a multiplier on the wastewater side as PAWSD CIF for water are reduced currently for multi-family  
77 dwellings whereas CIF wastewater fees for multi-family dwellings are not presently reduced. The second issue  
78 is that PAWSD staff does not have the expertise to determine what constitutes workforce housing. Director  
79 Hansen added that he is opposed to the idea of reducing capital investment fees as PAWSD does not have the  
80 staff or the time to follow these projects and PAWSD already gives a discount for multiple-family units. Director  
81 Walsh responded that PAWSD staff will not have to verify AMI as Archuleta County Housing Authority would  
82 verify the income of people buying or renting these homes.

83

84 Director Brueckner noted that the increase in CIF fees falls on local builders and increases the cost of homes  
85 that do not meet the AMI reduction requirements. Director Brueckner stated that he believes rate payers should  
86 contribute to these fees as well as the builders. Director Brueckner also added that these projects may be hard  
87 to monitor as people making 100% AMI could still be able to get into these houses with a higher rent. Director  
88 Hansen added that he wouldn't be opposed to bringing this up as developers come in. Director Hansen also  
89 noted that he believes PAWSD should be encouraging developers to build apartment buildings in the  
90 community.

91

92 Director Hansen suggested tabling the discussion until the April Board Meeting so the Board members had  
93 more time to consider their options. Mr. Ramsey asked if there is different data or another model that the Board  
94 members would like to see. Director Brueckner noted that he wants to make sure the decision is fair and he  
95 does not believe builders should be the only ones paying the fees. He added that he would like to see a model  
96 that would disperse the cost among rate payers. Director Hansen noted that he would like to see a better  
97 definition on who this applies to rather than just "residential units".

98

99 Chairman Smith asked how many EU's PAWSD has. Aaron Burns responded that there are approximately  
100 7,800 EU's on the water side. Based on the assumed CIF reductions for work force housing a surcharge of  
101 approximately \$0.68 cents per month per water EU would make up for the CIF reduction. Director Brueckner  
102 asked if there would be a way to track this every year to make sure it is being used correctly. Mr. Ramsey

103 responded that due to likely variations in the number of workforce housing being constructed an annual analysis  
104 would not be feasible. However, an analysis based on a 10 year rolling average would be appropriate. Director  
105 Hansen suggested adding a voluntary donation option to the PAWSD statements, this suggestion received no  
106 support from other board members. Director Hansen suggested affordable housing can be limited to  
107 apartments, multi-family units or RV/Park units where PAWSD currently provides a substantial discount on fees.  
108 Director Walsh stated that the reduction in water CIF for apartments, multi-family units or RV/Park units is a fair  
109 assessment of water used in those types of units and noted there is no reduction in wastewater CIF for those  
110 units.

111  
112 A motion was made by Director Walsh and seconded by Director Brueckner to approve affordable housing  
113 incentives as presented and modified with the understanding that PAWSD is working towards financing it with  
114 an increase per EU on the monthly service charge. The motion passed 3-1 with Director Hansen voting no.  
115 Director Hansen stated for the record "this is a bad idea and is wholly against it."

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117 **Manager Talking Points**

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119 Justin Ramsey began the discussion by noting that water loss is at about 350 gallons per minute. Mr. Ramsey  
120 explained that PAWSD staff found a large leak on two PRV's that have been fixed. Mr. Ramsey also noted that  
121 PAWSD hired an outside firm to do sounding on a couple miles of line and two small leaks were found from that.  
122 Mr. Ramsey added that all of the lakes are full at this time except for Stevens Lake which is down 6 inches and  
123 filling quickly.

124  
125 Mr. Ramsey explained to the Board that with the COVID-19 virus going around, he has printed off FAQ's from  
126 the CDC website and the PAWSD staff has copies if any customers are interested. According to the CDC,  
127 COVID-19 is not spread through drinking water. Mr. Ramsey noted that the only way PAWSD is susceptible to  
128 COVID-19 is if staff gets sick and there are not enough employees to run the facilities. Mr. Ramsey explained  
129 that the State of Colorado has put together a program (CoWARN) where PAWSD can share equipment and  
130 staff with surrounding Districts if needed. Chairman Smith directed staff to sign the waiver allowing PAWSD to  
131 share staff and equipment if needed.

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133 **Any other Business Brought before the Board will be Duly Considered**

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135 There being no other business brought before the Board, Director Hansen made a motion to adjourn at 6:55pm,  
136 Director Walsh seconded the motion, which passed unanimously.

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138 Respectfully submitted,

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142 Gordon Mclver  
143 Secretary



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**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
MAY 13, 2020 SPECIAL MEETING

**Call to Order**

The Special Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 10:02a.m.

**Attendance**

The following Directors were present: Jim Smith, Glenn Walsh, Gordon Mclver, Blake Brueckner, and Paul Hansen

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee.

**Consideration and Appointment to Board Vacancy**

The Board briefly discussed the appointment of Blake Brueckner to fill the vacant Board seat. A motion was made by Director Mclver and seconded by Director Hansen to appoint Director Brueckner to the PAWSD Board of Directors. The motion passed unanimously. Jim Smith, in his capacity as Chairman of the Board, administered the Oath.

There being no other business brought to the Board, Director Hansen made a motion to adjourn at 10:13a.m., Director Walsh seconded the motion, which passed unanimously.

Respectfully submitted,

Gordon Mclver  
Secretary

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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**MAY 14, 2020 REGULAR MEETING**

**Call to Order**

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 5:01p.m.

**Attendance**

The following Directors were present: Jim Smith, Glenn Walsh, and Paul Hansen, Blake Brueckner, and Gordon Mclver.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Chris Mannara of the Pagosa Sun, Sheryl Egy, and Ryan Searle.

**Approval of Minutes**

The Directors reviewed the minutes for the March 12, 2020 Regular Meeting and the March 12, 2020 SJWCD Joint Work Session (all copies attached). Director Walsh asked if there has been a response to the RFP for legal services. Justin Ramsey replied that it has not been sent out yet due to COVID-19 but he is going to go forward with sending it out at this time. A motion was made by Director Brueckner and seconded by Director Mclver to approve the minutes. The motion passed unanimously.

**Public Comment**

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

**Discussion of Board Vacancy**

Chairman Smith announced that the Board vacancy has been filled as of May 13, 2020 with the appointment of Blake Brueckner.

**Election of Officers**

The Board considered the Election of Officers. A motion was made by Director Hansen and seconded by Director Walsh to nominate Chairman Smith as the Chairman/President of the PAWSD Board of Directors for the upcoming term. The motion passed unanimously. A motion was made by Director Hansen and seconded by Chairman Smith to nominate Director Brueckner as Vice President of the PAWSD Board of Directors. The motion passed unanimously. A motion was made by Director Hansen and seconded by Director Brueckner to nominate Director Mclver as Secretary of the PAWSD Board of Directors. The motion passed unanimously. A motion was made by Director Hansen and seconded by Director Mclver to nominate Director Walsh as Treasurer of the PAWSD Board of Directors. The motion passed unanimously.

**Consideration of Reimbursement to Sheryl Egy for Repairs to Sewer Service Line**

Sheryl Egy began the discussion by explaining that she does understand that PAWSD customers are responsible for their own service lines and she does not believe that PAWSD is financially responsible for her line break, but she does think that there should be some recourse for the fact that the work on the original

52 service line break was done incorrectly. Justin Ramsey explained to the Board that Ms. Egy's sewer service line  
53 broke in 2011 and according to PAWSD notes, the owner had fixed the break and was reimbursed by PAWSD  
54 at that time. Ms. Egy responded that she was the owner of the house at that time and she was not involved in  
55 any way with the repair. Ms. Egy explained that she had someone come out and clear her sewer lines and that  
56 is what PAWSD reimbursed her for but she does not know who fixed the lines at that time as she did not  
57 personally contact someone to come out and do the work.  
58

59 Mr. Ramsey noted that it is his understanding that prior to 2015, the District would pay for the lines up to the  
60 property line, but that has since been changed and per PAWSD rules and regulations, PAWSD does not repair  
61 laterals. Mr. Ramsey also noted that Ms. Egy's home is on a cul-de-sac with 7 homes and 4 of those homes all  
62 tie into one lateral which is not how it should be done.  
63

64 Director Walsh asked how many of these types of repairs PAWSD had made. Mr. Ramsey replied that he does  
65 not know but PAWSD does get requests for fixing service lines several times a year that they do not fix due to  
66 the current rules and regulations. Mr. Ramsey added that our notes only indicate that Ms. Egy was reimbursed  
67 for the sewer line repair. There are no notes saying that any of PAWSD staff went out to the property or that  
68 PAWSD hired anybody to make the repairs.  
69

70 Director Brueckner asked if it was possible that the leak never got fixed in 2011. Ms. Egy replied that she is very  
71 certain that the original break was fixed as she saw someone dig the hole to fix it. Mr. Brueckner asked Ms. Egy  
72 if her request was that PAWSD fix the current break. Ms. Egy replied that it has already been fixed but her  
73 concern is that the current sewer line break was due to poor repair in 2011 and does not believe she should be  
74 responsible to pay for it. Director Hansen added that he does not see how PAWSD has any responsibility in this  
75 as Ms. Egy was reimbursed by PAWSD in 2011 and PAWSD was not involved in the repair of the service line  
76 that is responsibility of the owner of the property.  
77

78 Director Walsh asked if PAWSD would permit this kind of wastewater configuration today. Mr. Ramsey  
79 responded that in theory, they would not and it should not be done that way but PAWSD does not have the  
80 ability to say multiple services cannot be run together as service lines are owned by the property owner. Mr.  
81 Ramsey added that he would highly discourage this configuration. Director Walsh asked if PAWSD has rules  
82 that enforce separation of water and wastewater lines on private property. Mr. Ramsey replied that PAWSD  
83 does not have these rules on service lines, only main lines.  
84

85 A motion was made by Director McIver and seconded by Director Hansen to deny the request for  
86 reimbursement to Sheryl Egy for repairs to sewer service line. The motion passed unanimously.  
87

### 88 **Consideration of Petition for Inclusion for River Rock Estates, LLC**

89  
90 Justin Ramsey began the discussion by explaining that this was originally going to be between an 80 to 100 unit  
91 subdivision right off of Light Plant Rd. River Rock Estates is now only asking for an inclusion of 10 units. Mr.  
92 Ramsey explained that they have already run a model for the originally planned 100 units that came out good so  
93 there should be no issues with only 10 units. Mr. Ramsey noted that the surrounding properties are all in the  
94 District, PAWSD staff has no issues with the inclusion, and the existing infrastructure can handle this inclusion.  
95

96 Director Walsh asked if PAWSD would end up getting a utility easement for this. Mr. Ramsey replied that it is  
97 part of the requirement during the development of the plans for PAWSD to have an easement any time there is  
98 infrastructure that PAWSD is responsible for.  
99

100 A motion was made by Director Hansen and seconded by Director Walsh to approve the petition for inclusion for  
101 River Rock Estates, LLC. The motion passed unanimously. A public hearing will be scheduled at the June 11  
102 Regular Board Meeting.

103  
104 **Public Hearing on Affordable Housing Water and Wastewater Surcharges**

105  
106 The Public Hearing on affordable housing water and wastewater surcharges was opened at 5:44p.m. Justin  
107 Ramsey began the discussion by explaining the method used for generating the water and wastewater  
108 surcharges of \$0.68 and \$0.22 respectively. Mr. Ramsey explained that if PAWSD was to go forward with this  
109 surcharge that number would be recalculated at the beginning of every year.

110  
111 A motion was made by Director Walsh and seconded by Director Brueckner to approve the water and  
112 wastewater surcharges as presented. The motion passed unanimously. There being no further discussion or  
113 questions, the public hearing was closed at 5:50pm

114  
115 **Consideration of Changes to PAWSD Rules and Regulations**

116  
117 Justin Ramsey began the discussion by explaining that section 5.11.1 of PAWSD Rules and Regulations  
118 currently states that any time someone needs more than 4 EU's on a piece of property PAWSD requires a  
119 model to be run. Mr. Ramsey explained that this will be changed to where in an inclusion, a model will need to  
120 be run on any amount of EU's to ensure that PAWSD model stays up to date. Mr. Ramsey added that this will  
121 not affect any properties already in the District, it is only applicable to new inclusions.

122  
123 Mr. Ramsey went on to section 5.12 of PAWSD Rules and Regulations. Mr. Ramsey explained that when the  
124 original Pagosa Lakes development was constructed, PAWSD would pay for distribution and collection  
125 infrastructure and then collect money from the property owners that would be served by that infrastructure. Mr.  
126 Ramsey suggested changing the wording in this section as PAWSD no longer pays the upfront costs of  
127 distribution or collection infrastructure.

128  
129 Mr. Ramsey explained that section 8.14 of PAWSD Rules and Regulations provides steps for cost recovery.  
130 Cost recovery allows developers to recoup part of the cost for distribution and collection infrastructure. The  
131 current rules require PAWSD to capture the cost recovery monies from future property owners using the  
132 infrastructure and then reimburse the original developer. The proposed revised rule will allow the original  
133 developer to recoup the infrastructure costs directly from the future property owners using the infrastructure.

134  
135 A motion was made by Director Brueckner and seconded by Director Walsh to approve the changes to PAWSD  
136 Rules and Regulations. The motion passed unanimously.

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138 **Consideration of Equipment Sharing Agreement with PSSGID**

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140 Justin Ramsey began the discussion by explaining that the PAWSD vac truck is currently not operational as the  
141 transmission is inoperable and they are unable to find another one at this time. Mr. Ramsey explained that even  
142 if a new transmission is found, they are very expensive and the truck keeps breaking down due to its age. Mr.  
143 Ramsey went on to explain that Pagosa Springs Sanitation General Improvement District (PSSGID) recently  
144 purchased a new vac truck. As both Districts only use a vac truck a handful of times a month, it makes more  
145 sense to share one. Director McIver asked what PAWSD is going to do with the truck they currently have. Mr.  
146 Ramsey explained that they would probably sell it for scrap or send it to auction.

147  
148 Chairman Smith asked if PAWSD staff would be able to run PSSGID equipment if this agreement is approved.  
149 Mr. Ramsey replied that PAWSD staff would be able to run the equipment, but they are hoping that along with  
150 the equipment, PSSGID will provide a driver as well. Chairman Smith asked if PAWSD and PSSGID have  
151 agreed on costs for the equipment/staff sharing. Mr. Ramsey explained that they have agreed on costs that are  
152 based on Federal Emergency Management Agency (FEMA) rates. Director Walsh added that he believes that it

153 is important to have PAWSD employees on PAWSD equipment and PSSGID employees on PSSGID equipment  
154 whenever possible.

155

156 A motion was made by Director Hansen and seconded by Director Brueckner to approve the equipment sharing  
157 agreement with PSSGID. The motion passed unanimously.

158

159 **Manager Talking Points**

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161 Justin Ramsey began the discussion by noting that water loss is down substantially. Mr. Ramsey explained that  
162 several leaks have been found, one very large leak in the Wildflower/Eagle Peak area that was leaking about 50  
163 gallons per minute. Mr. Ramsey added that this has probably been leaking quite heavily for quite a while and  
164 this is probably the reason water loss has dropped so severely.

165

166 Aaron Burns explained to the Board that since the emergency declaration went into place, PAWSD has been  
167 very conscious of the fact that they could either be losing revenue or having revenue delayed out over a period  
168 of months as customers are unable to pay their water and wastewater bills. Mr. Burns explained that over a  
169 period of 4 months, compared to 2019, PAWSD has been tracking just ahead in revenue until April where it  
170 ticked down just a little.

171

172 Mr. Burns then explained that PAWSD typically has a base line in past due receivables each month that can  
173 range from about \$25,000 – \$40,000. Mr. Burns added that this number did spike in March but then went back  
174 down considerably in April. Mr. Burns noted that as a percentage of PAWSD overall accounts receivable, this is  
175 only about 2.5-3% of accounts that are over 30 days past due. Mr. Burns explained that PAWSD has had  
176 customers call in and explain that they are having difficulties at this time and PAWSD staff has been working  
177 with them on a case by case basis. Mr. Burns explained that this has not had a significant impact on PAWSD  
178 cash flow or revenue.

179

180 Justin Ramsey explained to the Board that PAWSD had delayed hiring and engineer for the Snowball Plant  
181 since the pandemic started but he is planning on moving forward with that process again. Mr. Ramsey explained  
182 that there are 4 firms that have expressed interest in it and he will be meeting with each of those 4 firms  
183 individually.

184

185 Chairman Smith added that Justin Ramsey will be updating PAWSD drought program that was passed about 3  
186 years ago. Mr. Ramsey noted that as he starts the drought plan he is going to try to get input from members of  
187 the community at Director Walsh's recommendation.

188

189 **Any other Business Brought before the Board will be Duly Considered**

190

191 There being no other business brought before the Board, Director Mclver made a motion to adjourn at 6:30pm,  
192 Director Brueckner seconded the motion, which passed unanimously.

193

194 Respectfully submitted,

195

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197

198 Gordon Mclver

199 Secretary

**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
JUNE 11, 2020 REGULAR MEETING

**Call to Order**

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 5:01p.m.

**Attendance**

The following Directors were present: Jim Smith, Glenn Walsh, and Gordon McIver. Blake Brueckner, and Paul Hansen were not present. A motion was made by Director McIver and seconded by Director Walsh to excuse Blake Brueckner from the meeting as he had previously stated he would be unable to attend. The motion passed unanimously.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Chris Mannara of the Pagosa Sun, Randi Everett of the Pagosa Sun, Mark Hall, Nieva Hall, and Allan Pfister.

**Approval of Minutes**

The Directors reviewed the minutes for the May 13, 2020 Special Meeting and the May 14, 2020 Regular Meeting (all copies attached). A motion was made by Director McIver and seconded by Director Walsh to approve the minutes. The motion passed unanimously.

**Public Comment**

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

**Consideration of Request for Reimbursement from Mark Hall**

Mark Hall began the discussion by explaining that about seven months ago a water hook up was scheduled for a home that he was building and he began digging a trench to get to the main water line. Mr. Hall noted that as he was running the backhoe, he had one of his men in the trench hand shoveling and guiding him on where to dig. Mr. Hall explained that his man got out of the trench to take a break and at this point Matt Chavez, a PAWSD field crew employee, got into the trench with a probe stick and started signaling Mr. Hall to dig. Mr. Hall added that he was hesitant at first but went ahead and started digging again and ended up hitting a CenturyLink phone line. Mr. Hall explained that he never would have dug with the backhoe without a man hand digging but Mr. Chavez insisted that he keep digging. Mr. Hall added that Mr. Chavez was very rude towards him that whole day.

Mr. Hall explained that he does not believe that it is fair that he has to pay the whole bill for hitting the telephone line as Mr. Chavez was directing him to dig incorrectly and he is willing to split the cost with PAWSD. Mr. Hall added that he brought the issue to the attention of the PAWSD office staff who said they would contact Art Holloman, PAWSD superintendent, but never heard back from anyone about it until he ran into Mr. Holloman a few weeks ago and brought it up again. Mr. Hall noted that when he spoke with Mr. Holloman he explained that he had spoken with Mr. Chavez who said that he did not signal Mr. Hall to dig.

Director McIver asked Mr. Ramsey if he has spoken to Mr. Chavez about the incident. Mr. Ramsey replied that he spoke to both Mr. Chavez and Scott Hardy, a PAWSD employee who was also on that particular job,

52 separately and they both said that Mr. Chavez did get in the trench but he was just standing where the water  
53 line was. Director Mclver then asked why Mr. Chavez got in the trench. Mr. Ramsey replied that he was probing  
54 for the water line.  
55

56 Mr. Ramsey explained that he first got involved in the incident when there was a tort claim against PAWSD from  
57 CenturyLink. Mr. Ramsey explained that the argument he made with CenturyLink that made them drop the claim  
58 was that whatever Mr. Chavez may or may not have done while in the trench is irrelevant as the operator is  
59 ultimately responsible for operating the equipment. Mr. Hall's statement says that he is uncomfortable doing it  
60 but he did it anyways.  
61

62 Director Mclver asked that the total cost of the bill is. Mr. Hall replied that it is almost \$2,000. Director Mclver  
63 then asked Mr. Ramsey if PAWSD has contacted legal counsel on the issue. Mr. Ramsey replied that legal  
64 counsel has not yet been contacted.  
65

66 Chairman Smith asked Mr. Hall why his man got out of the trench. Mr. Hall responded that he was on his break.  
67 Chairman Smith explained to Mr. Hall that he should have waited for his man to come back before he started  
68 digging again. Mr. Hall noted that he was going to wait but Mr. Chavez was very insistent that he keep digging.  
69

70 Director Walsh noted that at this time he did not feel that he could vote on the issue due to the fact that he had  
71 only heard one side of the story. Mr. Ramsey added that Mr. Chavez and Mr. Zander were not brought to the  
72 meeting due to the fact that Mr. Hall was the operator and as the operator he should know what he should and  
73 shouldn't do regardless of Mr. Chavez's mood. Mr. Ramsey read part of Mr. Hall's statement to the Board  
74 stating "at this point, Matt jumped in the trench and insisted I keep digging. At first I wouldn't because he didn't  
75 have a shovel (only a prober). Finally I gave in and started digging." Mr. Ramsey added that the wording "I gave  
76 in" sounds like he knew he shouldn't have done it but he did anyways.  
77

78 A motion was made by Director Mclver and seconded by Director Walsh to table the request for reimbursement  
79 from Mark Hall until more information is provided. The motion passed unanimously.  
80

### 81 **Public Hearing on Petition for Inclusion for River Rock Estates, LLC**

82  
83 The Public Hearing on Petition for Inclusion for River Rock Estates, LLC was opened at 5:42p.m.  
84

85 Justin Ramsey briefly explained that the surrounding properties are all in the District and he has not received  
86 any objections on this inclusion.  
87

88 A motion was made by Director Walsh and seconded by Director Mclver to approve the petition for inclusion for  
89 River Rock Estates, LLC. The motion passed unanimously  
90

91 There being no further discussion or questions, the Public Hearing on the Petition for Inclusion for River Rock  
92 Estates, LLC was closed by Chairman Smith at 5:43p.m.  
93

### 94 **Manager Talking Points**

95  
96 Justin Ramsey began the discussion by explaining that several small leaks have been found and repaired. Mr.  
97 Ramsey added that there was a pipe on Hatcher Circle that ruptured almost emptying the Hatcher tank but it  
98 has since been fixed. There was also a smaller leak off of Highway 84 that Mr. Ramsey believes has probably  
99 been leaking for a long time but it has also been fixed. Director Mclver asked what PAWSD is doing to be  
100 proactive about water leaks. Mr. Ramsey responded that PAWSD has been hiring a contractor that specializes  
101 in "sounding" (acoustical testing) the lines during the winter months as there is more success due to snow cover  
102 which muffles sound and makes it easier to detect a leak. Director Walsh asked what the reservoir levels were

103 at. Mr. Ramsey replied that all of the reservoirs are full, water was shut off on June 10<sup>th</sup> and all three plants are  
104 running.

105  
106 Mr. Ramsey explained that in a previous Joint Meeting with PAWSD and the San Juan Water Conservancy  
107 District (SJWCD), it was decided that SJWCD would put together a public request for ideas (RFI) on the  
108 Running Iron Ranch at the conclusion of the Weber lease but that idea has been tabled. Allan Pfister added that  
109 SJWCD has decided to table the formal RFI but in the course of various discussions with the Watershed  
110 Enhancement Partnership and other entities, Colorado Parks and Wildlife has come forward and they are  
111 interested in having additional discussions on the potential of either acquiring a new lease with the two districts  
112 or managing the two parcels of land. Mr. Pfister explained that he had a conversation with the Colorado Parks  
113 and Wildlife area manager and the general concept that he proposed was that the 20 acre parcel along the river  
114 front might be something that the Parks portion of Colorado Parks and Wildlife could manage as a park and the  
115 other parcels would be managed as a state wildlife area. Mr. Pfister noted that he is trying to set up a meeting  
116 later in the month to discuss these options more. Mr. Ramsey added that he has discussed the topic with the  
117 San Juan Water Enhancement Program and the San Juan Forest Health Partnership and ideas would be  
118 appreciated even without an official RFI.

119  
120 **Any other Business Brought before the Board will be Duly Considered**

121  
122 There being no other business brought before the Board, Director McIver made a motion to adjourn at 6:08pm,  
123 Director Walsh seconded the motion, which passed unanimously.

124  
125 Respectfully submitted,

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129 Gordon McIver  
130 Secretary



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**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
JUNE 25, 2020 SPECIAL MEETING

**Call to Order**

Chairman Jim Smith called the Special Meeting for the Pagosa Area Water and Sanitation District (PAWSD) to order at 5:01 p.m.

**Attendance**

The following Directors were present: Jim Smith, Glenn Walsh, and Blake Brueckner. Gordon McIver and Paul Hansen were not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Ronny Farmer

**Public Comment**

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

**Consideration of 2019 Audited Financial Statements**

Ronny Farmer with rfarmer, llc. presented the 2019 Audited Financial Statements (copy attached), reviewing the different components of the audit, highlighting the management's discussion and analysis, details regarding the different funds, and the financial statements. Mr. Farmer presented the audit with an unqualified opinion as the financial statements have no material weaknesses or significant deficiencies. Aaron Burns added that construction of the San Juan UV Plant was primarily done out of pocket and the cash position will be useful to offset some of the Snowball construction costs. Following questions from the Board, a motion was made by Director Walsh and seconded by Director Brueckner to approve the 2019 Audited Financial Statements. The motion passed unanimously.

**Other Business**

Justin Ramsey asked the Board members if they would prefer that employees involved in the incident of a contractor hitting a telephone line discussed in the previous June 11<sup>th</sup> Regular Board Meeting, attend the next PAWSD Regular Board Meeting or have them submit a written statement. The Board agreed that a written statement would be adequate.

There being no further business to come before the Board, Director Walsh made a motion to adjourn the meeting at 5:31 pm. Director Brueckner seconded the motion, which passed unanimously.

Respectfully submitted,

Gordon McIver  
Secretary

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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**AUGUST 13, 2020 JOINT WORK SESSION**

**Call to Order**

The Joint Work Session for the Pagosa Area Water and Sanitation District (PAWSD) and San Juan Water Conservancy District (SJWCD) was called to order by PAWSD Chairman Smith at 4:05p.m.

**Attendance**

The following PAWSD Directors were present: Jim Smith, Glenn Walsh, Paul Hansen, Blake Brueckner and Gordon McIver.

The following Directors were present from the San Juan Water Conservancy District: John Porco, Doug Secrist, Allan Pfister, Bill Hudson, Susan Nossaman, and Candice Kelly.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Chris Mannara, James Dickhoff, Cindy Schultz, Tobi Rohwer, and Andrea Phillips.

**Discussion of Running Iron Ranch Lease**

Justin Ramsey began the discussion by explaining that Al Pfister, Doug Secrist, Aaron Burns and he met with Colorado Parks & Wildlife and toured the Weber property about a month ago. Mr. Ramsey noted that they are open to making the property a park but they are not interested in running the 20 acre parcel that would be river access. Mr. Ramsey explained that Colorado Parks & Wildlife does not want to have a mining operation going on while they have the public around so they would want the Webers fully off of the property. Al Pfister added that it is his understanding that Colorado Parks & Wildlife has money available to support the 20 acre parcel as a put-in location if somebody else is managing it.

Chairman Smith asked if it would have to be put out to public bid if the Districts decided to lease the property again. Doug Secrist responded that there is nothing that says that the Districts would have to put it out to public bid, however it would be something that would be considered if the Districts were going to look at other leases on the property. John Porco stated that he believes the best approach is to pursue the Colorado Parks & Wildlife to use the land as a park.

Andrea Phillips noted that river access is one of the priorities of the Town Counsel and they are interested in partnerships to create some intentional river access points including outside of town boundaries. Director Hansen asked if the town would want to use the land as a park. James Dickhoff responded by stating that in previous conversations with the Town Counsel and Colorado Parks & Wildlife, there was support in investigating what can be done other than just river access.

Director Secrist stated that he believes that the Districts should be looking at other uses for the property but the decision should be made soon as the Webers are required to reclaim a lot of the property that is currently being mined.

Chairman Pfister added that the SJWCD is not devoting all of their resources to the put-in, take-out scenario but it is one alternative to make use of the property. Director Walsh noted that PAWSD took on the obligation for the pass-through grant with the understanding that SJWCD would take over pursuing the project management and he personally does not see a great deal of focus from SJWCD on finding partners for a reasonably sized reservoir. Director Walsh added that he is not against making accommodations for the town to put in temporary

52 put-ins that would expand recreational opportunities but it is far from a first priority. Director Secrist noted that  
53 previous discussions with the Department of Wildlife included the fact that there would be a reservoir  
54 constructed on the property but just because SJWCD is talking about other lease options does not mean that  
55 they have abandoned the whole purpose of the project.

56  
57 Mr. Ramsey explained that if PAWSD and SJWCD want to continue a lease with the Webers, a meeting will  
58 need to take place with the Webers sooner rather than later because they have a lot of work to do to reclaim the  
59 property if the lease is going to end.

60  
61 Director Walsh suggested that the Boards give the Webers an opportunity to overwhelm them with an offer.  
62 Director Walsh added that the Boards already have a relationship with the CWCB and there is no circumstance  
63 under which the Webers are going to be partners with the Boards in and around a reasonable sized reservoir  
64 but there is a possibility that the State could. Director Walsh stated that he believes that unless the Webers can  
65 overwhelm the Boards with an offer, the lease should be allowed to expire and the Boards should keep working  
66 with the State as a reasonable partner for a reasonably sized reservoir.

67  
68 Director Hansen asked if there is anyone from SJWCD that has been designated to try to find a partner.  
69 Chairman Pfister responded that he has contacted a few people but SJWCD is drafting a strategic plan to  
70 decide on those types of things and no one in particular has been given the direction to contact potential  
71 partners.

72  
73 Director Kelly asked if the Boards would be paid by Colorado Parks & Wildlife through a lease if they went into a  
74 relationship with them. Chairman Pfister responded that it was implied that Colorado Parks & Wildlife would be  
75 leasing from the Boards but the details have not yet been worked out.

76  
77 Chairman Smith stated that the PAWSD Board is in agreement that the Boards should let the lease end and  
78 start pursuing other opportunities. Director Kelly asked why the Boards should arbitrarily let the lease end before  
79 finding out what they are willing to offer. Director Brueckner added that he is willing to give the Webers the  
80 option to give an offer but there should be a deadline. Mr. Ramsey added that there are appraising firms that  
81 could appraise the property based on agricultural and mining agreements so the Boards would know what a  
82 good offer would be. Chairman Smith stated that he believes that the Webers should pay for the appraising of  
83 the property.

84  
85 Director Hansen asked if SJWCD would consider turning over the management of Dry Gulch to PAWSD.  
86 Chairman Pfister responded that discussion of the Weber lease is on SJWCD agenda for their next meeting and  
87 they can work the discussion into it. Mr. Ramsey added that it is not a decision that the two Boards can make  
88 alone, it would also have to go by the CWCB as the Boards have an agreement that explicitly states who does  
89 what.

90  
91 The Boards directed staff to contact the Webers and request their best offer by November 1, 2020.

92  
93 There being no further business to come before the Board, the Joint Work Session was adjourned at 4:53p.m.

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96 Respectfully submitted,

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100 Gordon McIver  
101 Secretary

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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**AUGUST 13, 2020 REGULAR MEETING**

**Call to Order**

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 5:02p.m.

**Attendance**

The following Directors were present: Jim Smith, Glenn Walsh, Gordon McIver, Blake Brueckner, and Paul Hansen. A motion was made by Chairman Smith and seconded by Director Brueckner to excuse Paul Hansen from the 6/11/2020 Regular Meeting and the 6/25/2020 Special Meeting and Gordon McIver from the 6/25/2020 Regular Meeting. The motion passed unanimously.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present: Chris Mannara of the Pagosa Sun, Mark Hall, Nieva Hall, and Bill Hudson.

**Approval of Minutes**

The Directors reviewed the minutes for the June 11, 2020 Regular Meeting and the June 25, 2020 Special Meeting (all copies attached). A motion was made by Director Walsh and seconded by Director Hansen to approve the minutes. The motion passed unanimously.

**Public Comment**

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

**Consideration of Mark Hall's Request for Reimbursement**

Mark Hall began the discussion by explaining that he spoke with Art Holloman after the June 11, 2020 Regular Board meeting and Mr. Holloman told him that PAWSD employees are in complete control of the dig and what happens on the job site. Mr. Hall added that the only reason he continued to dig for the PAWSD employees was because that is what he was instructed to do. Director Hansen noted that he has been in the same situation and in his opinion it seems like it was operator error. Mr. Hall added that he does not believe it can be operator error when he could not see into the trench and someone was giving him orders to dig. Director Brueckner noted that he agrees that when PAWSD is in the trench it feels like they are in control, but ultimately the operator is the one carrying insurance for the equipment. He added that PAWSD is in charge of the dig but the operator is in control of what the backhoe does. Director Brueckner asked Mr. Hall if he carries insurance for his equipment. Mr. Hall responded that he did not at that time.

Director Hansen asked Mr. Hall if he would agree to mediate the situation at this time if the Board came to a number they agreed on. Mr. Hall stated that he would agree to mediate the situation at this time. A motion was made by Director Hansen and seconded by Director Brueckner to contribute \$500 dollars toward Mr. Hall's CenturyLink bill.

Director Hansen stated that he wants the PAWSD Board to be customer friendly and while he believes it was operator error in this case he does not believe that it is ever 100% one person's fault. Director Brueckner noted that as this is a small problem, this same situation could happen again with a larger company who could come

52 to the Board with the same principals and it could potentially end up costing PAWSD a lot of money in the  
53 future.

54  
55 Mr. Hall stated that if the PAWSD employees involved in this particular situation were as good as the PAWSD  
56 employees at his last job he wouldn't be in this situation. Director Walsh noted that he cannot accept that  
57 argument without proof that PAWSD employees were at fault. Director Walsh added that the best way to handle  
58 this situation at this point is to take it to arbitration.

59  
60 There being no further discussion or questions the Board voted on Mr. Hansen's motion and it failed 4 votes  
61 opposed to 1 approved (Mr. Hansen).

62  
63 **Consideration of Sharon Murray's Petition for Wastewater Inclusion**

64  
65 Justin Ramsey began the discussion by explaining that there used to be a wastewater system called the  
66 Highlands Lagoon near Hatcher Circle. Mr. Ramsey added that when the lagoon was taken out, a sewer line  
67 was run down North Pagosa Blvd that ties into the Mockingbird lift station. Mr. Ramsey noted that this property  
68 is right in front of the sewer line that they want to tie into. Mr. Ramsey added that a main line extension is not  
69 necessary, it will all be service lines being put in by the property owner and the sewer model indicated capacity  
70 in the existing main.

71  
72 A motion was made by Director McIver and seconded by Director Hansen to approve Sharon Murray's petition  
73 for wastewater inclusion. The motion passed unanimously.

74  
75 **Consideration of Gary Scoggins Petition for Wastewater Inclusion**

76  
77 Justin Ramsey explained to the Board that this property is located in the same area as Sharon Murray's  
78 property and staff has no concerns with this inclusion.

79  
80 A motion was made by Director Brueckner and seconded by Director McIver to approve Gary Scoggins petition  
81 for wastewater inclusion. The motion passed unanimously.

82  
83 **Consideration of 2<sup>nd</sup> Quarter Financial Statements**

84  
85 Aaron Burns reviewed the 2<sup>nd</sup> Quarter Financial Statements with the Board noting that revenues and expenses  
86 were in line with budgeted figures. Director Walsh asked what accounted for the jump in "other water sales" in  
87 water fund revenues. Mr. Burns responded that there are several components that factor into it but he will look  
88 into what specifically caused the increase. Mr. Burns added that he expects the revenues to catch up quickly  
89 and will most likely be ahead of what was budgeted in the 3<sup>rd</sup> quarter due to maintenance costs.

90  
91 A motion was made by Director McIver and seconded by Director Brueckner to approve the 2<sup>nd</sup> Quarter  
92 Financial Statements as presented. The motion passed unanimously.

93  
94 **Consideration of rfarmer, llc Engagement Letter**

95  
96 Aaron Burns began the discussion by explaining that Ronny Farmer's service will be the same as they have  
97 been and there has not been a price change from last year. Mr. Burns added that a benefit of keeping Mr.  
98 Farmer is that he is familiar with the intricacies of the PAWSD District and he has had a history of keeping his  
99 price the same for longer periods of time.

100  
101 A motion was made by Director McIver and seconded by Director Hansen to retain Ronny Farmer. The motion  
102 passed unanimously.

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**Consideration of Mandatory Irrigation Scheduling**

Justin Ramsey began the discussion by explaining that he is proposing a required schedule based on address for irrigation watering because customers are losing water pressure in some of the higher subdivisions when a lot of customers are irrigating at the same time. Mr. Ramsey added that the only way to resolve this issue is to put booster stations in or reduce the friction losses by increasing pipe sizes which is very expensive. Director Brueckner expressed that he does not want to have a separate rule telling customers when they can and can't use the water they are paying for.

Director Walsh suggested recommending even number addresses can water on even number days and odd number addresses can water on odd number days. Director Walsh asked if this only applies to irrigation systems or if it also includes hand watering. Mr. Ramsey responded that this would only apply to irrigation systems as hand watering isn't an issue.

Director Brueckner asked if this would be a suggestion or if PAWSD would mandate it. Mr. Ramsey responded that he would like it to be a mandate. Director Mclver asked what would happen if someone used their irrigation system on days that they were not supposed to. Mr. Ramsey responded that there would be a fine. Director Mclver stated that he does not think this is something PAWSD should enforce unless there is a drought.

The PAWSD Board directed staff to strongly suggest irrigation scheduling to PAWSD customers but not mandate it.

**Discussion of Consumer Confidence Report**

Mr. Ramsey explained to the Board that the Consumer Confidence Report (CCR) is a federally mandated report that all community water systems must provide to customers annually. The report lists water quality parameters and any violations that occurred over the preceding year.

**Manager Talking Points**

Water loss is staying consistent with previous months. No major leaks have been discovered.

Mr. Ramsey explained they have selected SGM Engineering for feasibility study for the Snowball Water Treatment Plant. SGM will attend the September meeting so the Board can be introduced to the SGM team.

**Any other Business Brought before the Board will be Duly Considered**

There being no other business brought before the Board, Director Brueckner made a motion to adjourn at 6:01pm, Director Mclver seconded the motion, which passed unanimously.

Respectfully submitted,

Gordon Mclver  
Secretary

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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**SEPTEMBER 10, 2020 REGULAR MEETING**

**Call to Order**

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 5:01p.m.

**Attendance**

The following Directors were present: Jim Smith, Glenn Walsh, Gordon Mclver, Blake Brueckner, and Paul Hansen.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Clayton Chaney of the Pagosa Sun and Chad Hill of SGM.

**Approval of Minutes**

The Directors reviewed the minutes for the August 13, 2020 Joint Work Session and the August 13, 2020 Regular Meeting (all copies attached). Director Walsh suggested a change to the August 13, 2020 Joint Work Session Minutes. Director Walsh explained that the minutes stated that he does not see a great deal of focus on a reasonable reservoir size but what he meant is that he is not seeing a real focus from the San Juan Water Conservancy District on finding partners for a reasonably sized reservoir. A motion was made by Director Mclver and seconded by Director Brueckner to approve the minutes with the suggested change. The motion passed unanimously.

**Public Comment**

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

**Introduction to SGM & Consideration of SGM Agreement**

Justin Ramsey began the discussion by explaining that PAWSD is starting the process of replacing the Snowball Water Treatment Plant. Mr. Ramsey noted that an RFQ was sent out and PAWSD staff went through a series of suitable engineering firms and selected SGM out of Durango, Colorado.

Chad Hill of SGM explained that SGM specializes in water, wastewater, and some transportation but primarily drinking water. Mr. Hill added that this particular project has their company's upper leadership attention. Mr. Hill explained that they will start with an evaluation to look at different treatment options and costs then provide a contract with an equipment manufacturer to do a pilot study. Mr. Hill noted that the treatment process that SGM is focused on uses flotation to get sediment out of the water and a pilot study will be done in the spring when the influent water quality is the worst. The design will be completed in the summer and Mr. Hill believes the plant will be operational in 2024.

A motion was made by Director Walsh and seconded by Director Hansen to approve the SGM Agreement. The motion passed unanimously.

**Public Hearing on Petition for Wastewater Inclusion for Sharon Murray**

52 The Public Hearing on petition for wastewater inclusion for Sharon Murray was opened at 5:33p.m.

53

54 Justin Ramsey briefly explained that the he has not received any objections on this inclusion.

55

56 There being no further discussion or questions, the Public Hearing on the Petition for Inclusion for Sharon  
57 Murray was closed by Chairman Smith at 5:33p.m.

58

59 A motion was made by Director Walsh and seconded by Director Hansen to approve the petition for wastewater  
60 inclusion for Sharon Murray. The motion passed unanimously

61

62 **Public Hearing on Petition for Wastewater Inclusion for Gary Scoggins**

63

64 The Public Hearing on petition for wastewater inclusion for Gary Scoggins was opened at 5:34p.m.

65

66 Justin Ramsey briefly explained that he has not received any objections on this inclusion.

67

68 There being no further discussion or questions, the Public Hearing on the Petition for Inclusion for Gary  
69 Scoggins was closed by Chairman Smith at 5:34p.m.

70

71 A motion was made by Director Walsh and seconded by Director Brueckner to approve the petition for  
72 wastewater inclusion for Gary Scoggins. The motion passed unanimously

73

74 **Consideration of Petition for Water Inclusion for Anthony and Dixi Rivera**

75

76 Justin Ramsey began the discussion by explaining that a PAWSD employee discovered that PAWSD has been  
77 providing water to the Rivera's since the 90's but they have not yet been included in the district. Mr. Ramsey  
78 noted that the Rivera's have been contacted, a petition for inclusion has been filled out, and the District is taking  
79 care of the inclusion fees.

80

81 A motion was made by Director Brueckner and seconded by Director Walsh to approve the petition for water  
82 inclusion for Anthony and Dixi Rivera. The motion passed unanimously.

83

84 **Consideration of 2019 Annual Report**

85

86 Chairman Smith noted that he was under the impression that the District provided Pagosa Golf 800 acre-feet of  
87 water for irrigation purposes and lake level maintenance but the report says they are provided 900 acre-feet. Mr.  
88 Ramsey responded that PAWSD guarantees Pagosa Golf 300 acre-feet of water and let the Board members  
89 know that this would be revised on the report.

90

91 A motion was made by Director Brueckner and seconded by Director Hansen to approve the 2019 Annual  
92 Report with the suggested changes. The motion passed unanimously.

93

94 **Discussion of Running Iron Ranch Leases**

95

96 Justin Ramsey began the discussion by explaining that he met with the Weber's and they are going to provide  
97 PAWSD a proposal for a new lease. Mr. Ramsey explained that PAWSD has a water line that runs from the  
98 West Fork Diversion to the Snowball Plant that goes through the Weber's property and Mr. Weber commented  
99 that PAWSD has been tearing up his property. Mr. Ramsey noted that if the Weber's ask PAWSD not to use  
100 their driveway anymore we will use the easements. Mr. Ramsey added that the Weber's were somewhat  
101 concerned that PAWSD would take their bid and shop around with it. Mr. Ramsey advised the Weber's to add to



102 his bid that it is confidential and proprietary to ensure that the proposal was not subject to the Colorado Open  
103 Records Act.

104

105 **Manager Talking Points**

106

107 Justin Ramsey began the discussion by noting that water loss has gone down slightly from July. Mr. Ramsey  
108 added that more sounding will be done in the winter but we have not had any big leaks recently.

109

110 Mr. Ramsey explained that there was an agreement put in place in 1998 that allowed the hangers around the  
111 airport to share water meters. Mr. Ramsey added that this has become problematic. Although PAWSD has not  
112 had any problems with getting paid on these accounts, it is problematic when the hangers get sold as there are  
113 internal agreements on how these accounts get paid. Mr. Ramsey noted that if any new hangers are built,  
114 PAWSD will make each hanger be on their own meter. Mr. Ramsey also added that the State now requires  
115 PAWSD to have backflow preventers for all businesses and PAWSD is going to start requiring the hangers to  
116 put in backflow preventers.

117

118 Mr. Ramsey explained that there are new requirements for the Vista Plant to treat inorganic nitrogen and  
119 phosphorus. Mr. Ramsey noted that he has looked into other plants in the State that have already started  
120 implementing these requirements and it looks like it will cost about \$12 million dollars. Mr. Ramsey added that  
121 this has to be done by 2027 and PAWSD must hire an engineer by 2021. Mr. Ramsey explained that this was  
122 not included in the 10 year CIP as PAWSD did not see it coming. Mr. Ramsey suggested contacting Stantec to  
123 include these numbers in the rate study model. Mr. Ramsey also suggested the Board consider increasing  
124 sewer rates sooner than originally planned in 2026. The Board directed staff to contact Stantec and revise the  
125 2018 rate study for the anticipated wastewater plant upgrades.

126

127 **Any other Business Brought before the Board will be Duly Considered**

128

129 There being no other business brought before the Board, Director Walsh made a motion to adjourn at 6:13pm,  
130 Director Mclver seconded the motion, which passed unanimously.

131

132 Respectfully submitted,

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136 Gordon Mclver

137 Secretary

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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**OCTOBER 22, 2020 REGULAR MEETING**

**Call to Order**

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 4:59p.m.

**Attendance**

The following Directors were present: Jim Smith, Glenn Walsh, Blake Brueckner, and Paul Hansen. Gordon McIver was not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Clayton Chaney of the Pagosa Sun, Dana Hayward, and Bill Sommer.

**Approval of Minutes**

The Directors reviewed the minutes for the September 10, 2020 Regular Meeting (all copies attached). A motion was made by Director Walsh and seconded by Director Hansen to approve the minutes. The motion passed unanimously.

**Public Comment**

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

**Consideration of Bill Sommer's Request for Airport Meter Sharing**

Bill Sommer began the discussion by explaining that he owns a hangar at the Stevens Field Pagosa Springs Airport. Mr. Sommer explained that his hangar was built in May of 2019 and at the time, he was told that the adjacent properties could share the meter. Mr. Sommer asked the Board for an exemption to PAWSD policy so that the two new hangars adjacent to him may hook up to his meter. Justin Ramsey added that PAWSD has not had any billing issues with any of the existing sharing agreements at the airport. A motion was made by Director Hansen to allow the three hangars to share a meter but keep the policy in regard to 1 EU per hangar in place.

Director Walsh asked if PAWSD would require backflow preventers on the meter that will then service three hangars or if they would be required on each of the hangars. Mr. Ramsey replied that they would have to have a backflow preventer that would assure that no backflow from any of the hangars can make it back to the main line.

There being no further discussion or questions Director Brueckner seconded Director Hansen's motion and it passed unanimously.

**Public Hearing on Petition for Water Inclusion for Anthony and Dixi Rivera**

The Public Hearing on petition for water inclusion for Anthony and Dixi Rivera was opened by Chairman Smith at 5:17p.m.

Justin Ramsey briefly explained that he has not received any objections on this inclusion.

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There being no further discussion or questions, the Public Hearing was closed by Chairman Smith at 5:18p.m.

A motion was made by Director Walsh and seconded by Director Hansen to approve the petition for water inclusion for Anthony and Dixi Rivera. The motion passed unanimously.

**Consideration of Donation Request by the San Juan Forest Health Partnership**

Dana Hayward began the discussion by explaining that she manages the San Juan Headwaters Forest Health Partnership (SJHFHP) which PAWSD has been helping to support for a number of years. Ms. Hayward explained that SJHFHP brings diverse stakeholders together with vested interests in forest and landscape management in the San Juan area. Ms. Hayward noted that SJHFHP goal is to bring people together to build relationships to assure limited forest management funds are spent in areas that will have the largest beneficial use which would include District infrastructure.

Ms. Hayward explained that forest health directly impacts water quality and availability. Treatments SJHFHP have planned are going to increase the opportunity to respond to wildfires in a way that reduces risk to resources while also helping to improve forest health in and around the community. Director Hansen asked if that involves cutting down trees or building roads. Ms. Hayward responded that a number of different activities are involved such as building access roads, thinning and mastication work. Ms. Hayward added that it is location dependent as sometimes they are able to use heavy equipment and sometimes they are not able to use heavy equipment.

Director Hansen asked if SJHFHP work includes planting trees. Ms. Hayward responded that it is location dependent as sometimes reforestation occurs depending on the type of work that has happened and the land management goals in that particular area. Ms. Hayward explained that depending on the ultimate outcome, SJHFHP may or may not end up re-seeding tree species and they may or may not be the same species that were in that area before the logging has occurred. Ms. Hayward noted that after a lot of these cuts have occurred there is a positive Aspen regeneration and that quick regeneration of the Aspen does an excellent job at helping stabilize soils in different drainages. Ms. Hayward added that this often doesn't involve planting trees, but it involves changing the dynamics of the area so the Aspen have a better chance of regenerating.

Director Hansen added that the grazing of cattle can be hard on the forest and asked if the SJHFHP has any control over how many cows the forest service is allowing to graze. Ms. Hayward explained that SJHFHP does not have any control over grazing allotments but the forest service does work in partnership with them and if their active partners have a specific concern about landscape degradation as a result of livestock grazing, it is something that can be brought forward in one of their partnership meetings.

A motion was made by Director Hansen and seconded by Director Walsh to contribute \$7,500 dollars to the San Juan Headwaters Forest Health Partnership. The motion passed unanimously.

**Public Hearing on 2021 Draft Budget**

The Public Hearing on the 2021 Draft Budget was opened by Chairman Smith at 5:55p.m.

Aaron Burns began the discussion by pointing out that the Draft Budget meets all Debt Service Coverage ratio requirements. Mr. Burns noted that 30 Full Time Equivalent (FTE) are budget for all of 2021 and that wage projections continue to allow for step increases. Mr. Burns added that the Worker's Comp experience modification (MOD) for 2020 went up slightly as PAWSD had some claims that occurred in the past year in that regard. He added that health insurance expenses are projected to increase 15% in 2020. Mr. Burns explained that there are some significant capital expenditures listed for 2021 and a large part of that is due to the

103 beginnings of the Snowball Plant engineering and a needs assessment will need to be done on the Vista  
104 Wastewater Treatment Plant to identify things that need to be improved as a result of Reg85. Mr. Ramsey  
105 added that the additional wastewater FTE is in a large part due to the new laboratory requirements from the new  
106 NPDES Permit.

107  
108 Mr. Ramsey noted that a new VAC truck has been budgeted for. Director Walsh asked about the equipment  
109 sharing agreement with the Pagosa Springs Sanitation General Improvement District (PSSGID). Mr. Ramsey  
110 replied that the VAC truck that has been budgeted for is a smaller version of the one PSSGID has. Mr. Ramsey  
111 explained that a VAC truck for the water and sewer industry is very important to have and if PSSGID can't share  
112 their truck for any reason it would be best to have a backup. Mr. Ramsey also noted that PAWSD uses the VAC  
113 truck to clean their 23 lift stations and this isn't getting done as fast as it should because PSSGID cannot always  
114 provide a driver. Mr. Ramsey explained that getting a smaller truck is a good compromise as PAWSD can still  
115 use PSSGID truck when a larger truck is needed but PAWSD can use the smaller truck for day-to-day use.  
116 Various other items were reviewed including the replacement of two service vehicles.

117  
118 There being no further discussion or questions, the Public Hearing was closed by Chairman Smith at 6:21p.m.  
119

### 120 **Consideration of Main Line Extension Permit for Rose Mountain Townhomes**

121  
122 Justin Ramsey began the discussion by explaining that Rose Mountain Townhomes is the new affordable  
123 housing located across from City Hall. Mr. Ramsey explained that a 6" looped line will be put in to cover the  
124 townhomes as well as the new County building. Mr. Ramsey added that a model has been run and it will not  
125 have a negative impact on the tanks or the existing line.

126  
127 A motion was made by Director Walsh and seconded by Director Brueckner to approve the main line extension  
128 permit for Rose Mountain Townhomes. The motion passed unanimously.  
129

### 130 **Consideration of Petition for Water Inclusion for River Rock Estates**

131  
132 Justin Ramsey explained to the Board that this item had already been approved in a previous meeting and no  
133 discussion was needed.

### 134 135 **Manager Talking Points**

136  
137 Justin Ramsey began the discussion by pointing out that water loss was lower in September than past months.  
138

139 Mr. Ramsey explained that an RFP was put out for water and general counsel and the firm that was selected is  
140 Law of the Rockies. Mr. Ramsey noted that they are based out of Gunnison, Colorado and they were chosen  
141 because of their experience with URA's and they know they have some experience with CDPHE.

142  
143 Mr. Ramsey explained that he got results back from Stantec regarding the modified rate study going in with the  
144 assumption that PAWSD is going to have to spend 12 million dollars in the next few years to upgrade the Vista  
145 Plant for nutrient removal. The Board talked about various ways to finance the Vista upgrades.  
146

147 Mr. Ramsey went on to explain that in the 2018 drought management plan, PAWSD based their drought stages  
148 on the accumulative water they had. Since then it has been decided that the river and reservoirs will be looked  
149 at independently. Mr. Ramsey noted that SNOTEL data and the call date on Four Mile are two things that can  
150 put us into a drought stage fairly early in the year. Mr. Ramsey explained that when the SNOTEL station says  
151 that there is no more water left in snowpack before May 26<sup>th</sup> we may go into voluntary stage. Mr. Ramsey noted  
152 that another change in the drought management plan is that PAWSD will now wait until stage 3 to charge a  
153 surcharge as before a surcharge was charged in stage 1. Mr. Ramsey added that he believes that it is important

154 to go into drought stages at the appropriate times in order to reduce water usage to minimize the likelihood of  
155 going into more stringent water saving methods. Director Brueckner suggested researching what it would take to  
156 dig out Hatcher in order to capture as much water as we can. Mr. Ramsey replied that this has been discussed  
157 but one problem is that the Hatcher plant will most likely have to be shut down during the dredging as it will  
158 loosen things up and clog the filters. Mr. Ramsey explained that he is actively looking into pulling water out of  
159 Stevens to put into Hatcher. This would require a pipeline and pumping station.  
160

161 **Any other Business Brought before the Board will be Duly Considered**

162  
163 There being no other business brought before the Board, Director Walsh made a motion to adjourn at 7:34pm,  
164 Director Brueckner seconded the motion, which passed unanimously.  
165

166 Respectfully submitted,  
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170 Gordon Mclver

171 Secretary

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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**NOVEMBER 16, 2020 SPECIAL MEETING**

**Call to Order**

The Special Meeting for the Pagosa Area Water and Sanitation District (PAWSD) and San Juan Water Conservancy District (SJWCD) was called to order by PAWSD Chairman Smith at 4:05p.m.

**Attendance**

The following PAWSD Directors were present: Jim Smith, Glenn Walsh, Paul Hansen, Blake Brueckner and Gordon Mclver.

The following Directors were present from the San Juan Water Conservancy District: Allan Pfister, Bill Hudson, Jeff Kane, Doug Secrist, Joe Tedder, Merlin Wheeler, Susan Nossaman, and Candice Kelly.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Marcus Lock and Jeff Kane.

**Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(a), C.R.S., which authorizes an executive session for the purpose of discussing the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest. This potential executive session is being considered for the purpose of discussing certain lease agreements between PAWSD and San Juan Water Conservancy District, on the one hand, and certain members of the Weber family, certain Weber Family trusts, and Running Iron Ranch, LLC, on the other hand.**

A motion was made by Chairman Smith and seconded by Director Brueckner to enter PAWSD into executive session at 4:08p.m. The motion passed unanimously.

A motion was made by Allan Pfister and seconded by Doug Secrist to enter SJWCD into executive session at 4:09p.m. The motion passed unanimously.

The Board of Directors returned to regular session at 5:01p.m.

**Public Comment**

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

There being no further business to come before the Board, Director Brueckner made a motion to adjourn at 5:03p.m., Chairman Smith seconded the motion, which passed unanimously.

Respectfully submitted,

Gordon Mclver  
Secretary

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**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
DECEMBER 10, 2020 REGULAR MEETING

**Call to Order**

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 5:00p.m

**Attendance**

The following Directors were present: Jim Smith, Paul Hansen, Glenn Walsh, Gordon Mclver, and Blake Brueckner.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Randi Pierce.

**Approval of Minutes**

The Directors reviewed the minutes for the October 22, 2020 Regular Meeting and the November 16, 2020 Special Meeting (all copies attached). A motion was made by Director Mclver and seconded by Director Hansen to approve the minutes. The motion passed unanimously.

**Public Comment**

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

**Consideration of Certification of Mill Levies**

Aaron Burns explained that TABOR restrictions have been triggered in both District 1 and District 2. Mr. Burns noted that the total mill levy for District 1 is 11.778 and the total mill levy for District 2 is 1.885 for general operating.

A motion was made by Director Brueckner and seconded by Director Hansen to accept and certify the Mill Levies as presented. The motion passed unanimously.

**Consideration of Resolution 2020-05 to adopt the 2021 Budget**

Aaron Burns opened the conversation by highlighting changes to the Draft Budget presented earlier at the October 22<sup>nd</sup> meeting. He noted that the VAC Truck that was part of the 2021 Draft Budget was removed given the fact that there are some big projects expected to happen in 2021. Mr. Burns added that PAWSD health insurance is only going to increase by 4.1% as opposed to the 15% that was originally budgeted for. Mr. Burns explained that there was one full time equivalent (FTE) included in the draft budget but two more FTE's were added to the budget for a total of three FTE's in 2021.

Justin Ramsey explained that he has been looking at different water and wastewater plants around the state regarding some of the upcoming regulatory requirements. Mr. Ramsey explained that he is finding out that it is almost necessary to go to 7-day operations for the water and wastewater plants. Mr. Ramsey noted that he started looking at overtime with PAWSD plant operators, and due to the regulatory requirements with the lab work, PAWSD is having to send people in two times a day on Saturday and Sunday as well as Monday through Friday to do lab work in both the water and wastewater plant. It was determined that PAWSD was running 300-

52 400 hours a year with each of the plant operators with the 7-day operation. Mr. Ramsey explained that a lot of  
53 the cost of these new FTE's will be offset by the savings in overtime. Director Walsh asked how the current  
54 operators feel about this change. Mr. Ramsey responded that they are all for it as they are starting to get burnt  
55 out with being on call as much as they are and not having weekends.

56  
57 Mr. Burns noted that PAWSD is going to be partnering with PLPOA to do some algae control in the coming year.  
58 Mr. Burns also added that there was an additional \$100,000 added to PAWSD legal expenses across all funds  
59 to allow for any additional Snowball Wastewater Treatment Plant considerations as well as the possibility of  
60 Vista Wastewater Treatment Plant Reg85 related consultations that may be needed. Mr. Ramsey noted that he  
61 is going to meet with CDPHE to discuss getting Reg85 either completely removed or delayed for 3-4 years. Mr.  
62 Burns added that with all of the changes made, PAWSD is at a 1.37 debt service coverage ratio which is slightly  
63 down from where it was in the draft budget.

64  
65 A motion was made by Director Hansen and seconded by Director Walsh to approve Resolution 2020-05 to  
66 adopt the 2021 Budget. The motion passed unanimously.

### 67 68 **Consideration of 3<sup>rd</sup> Quarter Financial Statements**

69  
70 Aaron Burns reviewed the September Financial Statements with the Directors noting that as of September 30<sup>th</sup>,  
71 75% of the fiscal year had elapsed and that each fund was at or below that pace from a budget perspective.

### 72 73 **Discussion of 2021 Water Rate Study Increase**

74  
75 Justin Ramsey explained to the Board that if they decide to move forward with the water rate study done in  
76 2018, there will be a 6% increase in water rates in 2021. Mr. Ramsey added that a public hearing will be  
77 necessary in the January 2021 Board Meeting for this decision to be made.

78  
79 The Board directed staff to set up a public hearing for the 2021 water rate increase.

### 80 81 **Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(a), C.R.S., which** 82 **authorizes an executive session for the purpose of discussing the purchase, acquisition, lease, transfer,** 83 **or sale of any real, personal, or other property interest. This potential executive session is being** 84 **considered for the purpose of discussing certain lease agreements between PAWSD and San Juan** 85 **Water Conservancy District, on the one hand, and certain members of the Weber family, certain Weber** 86 **Family trusts, and Running Iron Ranch, LLC, on the other hand.**

87  
88 The Board considered Entering into Executive Session Pursuant to Section 24-6-402(4)(a), C.R.S. The Board  
89 agreed entering into Executive session for the purposes stated above was not necessary. The Board members  
90 agreed that the counter offer written up for the Running Iron Ranch lease should be sent as-is. Chairman Smith  
91 added that if the offer is declined, he does not believe there should be any further negotiations as it is currently a  
92 fair offer for both parties.

### 93 94 **Manager Talking Points**

95  
96 Justin Ramsey began the discussion by explaining that the Forest Service has been out to the Four Mile  
97 Diversion to do some thinning and cleaning up. Mr. Ramsey added that the reason the Forest Service has been  
98 doing this is because when PAWSD took them out on a tour of the property they were very concerned that if  
99 there were a fire in that area they would not be able to get equipment out there to fight the fire.

100  
101 Mr. Ramsey went on to explain that the well in Aspen Springs is currently out of service and PAWSD may see  
102 an uptick in water sales for the fill stations. Chairman Smith asked if PAWSD should consider building a fill



103 station in Aspen Springs so customers from that area do not have to drive to the edge of town to get their water.  
104 Mr. Ramsey responded that he would like to move the fill station currently located on Trails Blvd. out to the  
105 Happy Camper RV Park. This would put the fill station just past Elk Park. Mr. Ramsey explained that PAWSD  
106 has a 12 inch water line that goes out to Elk Park and feeds the homes out there which has a 5-10% occupancy  
107 rate. Mr. Ramsey noted that the water in this line goes stagnant and moving the fill station out past this area  
108 should keep the water flowing out there keeping it from going stagnant. Mr. Ramsey added that he has been in  
109 contact with the manager of the Happy Camper RV Park who thinks moving the fill station out there is a great  
110 idea. Mr. Ramsey has not yet been able to get in contact of the owner of the Happy Camper RV Park.

111  
112 Director Mclver asked what the cost would be to move the fill station from Trails Blvd. to the Happy Camper RV  
113 Park. Mr. Ramsey replied that when PAWSD moved the fill station from 1<sup>st</sup> Street to the fairgrounds it cost  
114 PAWSD approximately \$10,000 - \$12,000. Mr. Ramsey added that his biggest concern is that CDOT may  
115 require PAWSD to put in a turn lane which would be very expensive for the District.

116  
117 Mr. Ramsey went on to explain that water loss is about where it has been. Mr. Ramsey added that PAWSD  
118 water production has gone down due to the fact that water usage has gone down. Mr. Ramsey noted that  
119 PAWSD is no longer finding large leaks, but there have been some small leaks found. Director Hansen asked if  
120 there was anybody actively sounding the water lines for leaks in the summer. Mr. Ramsey responded that the  
121 water lines are sounded over the winter as it works better with snow coverage keeping everything quiet and the  
122 ground from vibrating.

123  
124 **Any other Business Brought before the Board will be Duly Considered**

125  
126 There being no other business brought before the Board, Director Mclver made a motion to adjourn at 5:42pm,  
127 Director Hansen seconded the motion, which passed unanimously.

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129 Respectfully submitted,

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133 Gordon Mclver  
134 Secretary

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**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
DECEMBER 30, 2020 SPECIAL MEETING

**Call to Order**

The Special Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by PAWSD Chairman Smith at 5:14p.m.

**Attendance**

The following PAWSD Directors were present: Jim Smith, Glenn Walsh, and Gordon Mclver. Paul Hansen and Blake Brueckner were not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee.

**Public Comment**

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

**Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(I), C.R.S., which authorizes an executive session for the purpose of discussing personnel matters**

A motion was made by Director Walsh and seconded by Chairman Smith to enter into executive session at 5:18p.m. The motion passed unanimously.

The Board of Directors returned to regular session at 5:42p.m.

The PAWSD Board gave staff direction about personnel policies to examine which may be helpful to both staff and staff retention.

There being no further business to come before the Board, Director Mclver made a motion to adjourn at 5:42p.m., Director Walsh seconded the motion, which passed unanimously.

Respectfully submitted,

Gordon Mclver  
Secretary