

St. Vrain Water Authority
DLG I.D. No. 67144
Board of Directors Meeting Regular Meeting
Minutes
April 8, 2024
4:00 PM @ Firestone Town Hall

A regular meeting of the Board of Directors of the St. Vrain Water Authority convened on Monday April 8, 2024 at 4:00 P.M. in the Firestone Town Hall located at 9950 Park Avenue, Firestone, Colorado. Any director or consultant who was unable to physically attend the meeting could attend virtually.

The following Directors were in attendance, to wit:

Julie Pasillas (2024)	Vice-President	Present
Dave Lindsay (2024)	Secretary	Present
James Walker (2025)	Board Member	Present
Don Conyac (2025)	Treasurer	Present

Also, in attendance was Rusti Roberto (Town of Firestone), and Amber Kauffman (Little Thompson Water District).

Tim Flynn (Collins Cole Flynn Winn Ulmer), Wayne Ramey (Ramey Environmental), and Brett Gracely (LRE Water) attended via Zoom.

A member of the public who is identified as Bobby Mathews also was present for the meeting.

Director Lindsay reported that Firestone has not yet appointed a replacement to the Board to fill Julie Svaldi's term. It was his understanding that would be addressed by Firestone at their April 24 meeting.

Agenda Item 1:

A quorum having been established, the meeting was called to order by the Authority's Vice President, Julie Pasillas at 4:02 P.M.

Agenda Item 2:

Director Pasillas referred the Board to the meeting minutes for the March 11, 2024 Board meeting.

Motion to approve the minutes for March 11, 2024 was made by Director Conyac, second by Director Lindsay.

Motion passed unanimously by voice vote.

Agenda Item 3:

Bobby Matthews, a member of the Public was present, but had no public comments.

Agenda Item 4a:

Director Lindsay directed the Board to the packet to the summary of current bills that were paid or are being processed for payment.

Director Lindsay explained that there were two invoices from 24K Cleaning Service. One for normal monthly cleaning services and one was for tile floor sealing. Director Lindsay explained that when the tile floors were installed, they were never sealed. He had asked 24K Cleaning if tile sealing was a service they provided, and he went ahead and had them seal the entrance, lobby, and main hallway floors to see how it looks.

Motion to approve the payment of bills was made by Director Walker, second by Director Pasillas.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
James Walker	X		
Don Conyac	X		
Julie Pasillas	X		
Dave Lindsay	X		

Motion was passed.

Agenda Item 4b:

Director Lindsay directed the Board to the financial statements handed out at the meeting. He explained that he did receive them in time to be included in the packet, however the emails from Jessica Clanton that includes the financial statements had been going into a junk folder and he didn't see them there until after packets went out.

Director Pasillas mentioned she noticed that the expense of \$345.44 in the office supply line on the Profit and Loss statement. She explained that it was discussed at the February meeting that the amount should be moved from office supplies to operating expenses. Director Conyac said he would talk to Jessica Clanton to have it moved.

Motion to accept the financials was made by Director Conyac, second by Director Pasillas.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Julie Pasillas	X		
James Walker	X		
Dave Lindsay	X		
Don Conyac	X		

Motion was passed.

Agenda Item 4c:

Director Lindsay directed the Board to the packet and Resolution 2024-05 Approving the First Amendment to Agreement with Excellence Logging.

Director Lindsay explained that at the last meeting he had asked to have an opportunity to look through the agreement with Attorney Flynn to re-negotiate the language in section 19 for liability purposes. He explained that the language that was in the original contract would have violated state statutes. The amended language was negotiated and the liability that Excellence Logging would accept would be covered under an additional insurance policy, which would increase the cost of their work. The Amendment incorporates the new language and increased contract amount.

Motion to approve Resolution 2024-05 Approving First Amendment to Agreement with Excellence Logging was made by Director Walker, second by Director Conyac.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Dave Lindsay	X		
Julie Pasillas	X		
Don Conyac	X		
James Walker	X		

Motion was passed.

Agenda Item 4d:

Director Lindsay directed the Board to the packet and Resolution 2024-06 Approving the Agreement with Sun Valley Contractors.

Director Lindsay explained that another pressure gauge was needed at the RO Brine injection wellhead. The EPA permit requires that pressure in the annulus space and on the bradenhead be monitored and recorded. Currently, the bradenhead pressure gage is an analog gage, and must be read manually. Sun Valley Contractors was the original electrician on the injection well pump station project and is currently working in the area. The contract with Sun Valley will allow for the installation of a new conduit between the wellhead and the pump station and installation of data cable. After Sun Vally completes their work, Automation Electronics will come back and install the new digital pressure gage, terminate the data cabling, and program the new pressure gage into the SCADA. This work is part of a larger project to have the SCADA automatically populate a spreadsheet log of the well activity that is submitted monthly to the EPA. He also mentioned that the EPA prefers the automation.

Motion to approve Resolution 2024-06 Approving the Agreement with Sun Valley Contractors was made by Director Walker, second by Director Conyac.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Don Conyac	X		
Dave Lindsay	X		
James Walker	X		
Julie Pasillas	X		

Motion was passed.

Agenda Item 4e:

Director Lindsay directed the Board to the packet and Resolution 2024-07 Approving the Master Service Agreement with Quandary Consultants.

Director Lindsay explained that Quandary is a laboratory, and this contract would allow collection of samples and tests to be performed on the RO brine at the injection pump station. These test results are submitted to EPA quarterly as part of the well permit compliance. With this agreement, payments are to be made quarterly and does allow for annual increases with a 60-day notice.

Quandary has been performing this service but under IPT, this Agreement has them working directly for the Authority. He also mentioned that this was included in the 2024 budget, and the price didn't change.

During the discussion, Attorney Flynn noted that in his final read of the Agreement he realized that there was one provision he missed that requires a minor, but important modification to the Termination section of the Agreement. As a government entity, the Authority can not enter into a multi-year fiscal obligation and because the Agreement allows for annual increases in the fee charged the Termination section needs to include language that limits annual extension "subject to annual appropriations".

Motion to approve Resolution 2024-07 Approving the Master Service Agreement with Quandary Consultants was made by Director Lindsay with the added stipulation that he and Attorney Flynn finalize incorporation of the needed annual appropriation language, second by Director Pasillas.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Julie Pasillas	X		
James Walker	X		
Don Conyac	X		
Dave Lindsay	X		

Motion was passed.

Agenda Item 5a:

Wayne Ramey with Ramey Environmental Compliance referred the Board to the monthly activity report in the packet. He explained that everything was running smoothly for everyday operations.

Agenda Item 5b:

Director Lindsay explained that the Fall-Off test was successfully completed. The data was sent to IPT Inc, and once combed through will be sent to Director Lindsay for review and then the report will be sent to the EPA. IPT's initial evaluation of the results indicate that there is some impedance to the injection, but they need additional study of the data to determine what that might be. They suspect that it is a "skin" that can develop in the injection zone as a result of the brine reacting with the receiving rock formation. The Fall-Off test will be performed annually, and the results submitted to the EPA as part of the permit compliance.

Director Lindsay also mentioned that the testing for the Temperature Logging that was approved in March, and the amendment that was approved earlier in the meeting would start this week. The results of this test will be sent to the EPA in compliance with the injection permit. The Temperature test is only required to be completed every 4 years.

Agenda Item 5c:

Director Lindsay reported that there are 4 remaining vendors from the construction contract settlement between Firestone and IWS that he is awaiting responses from, and that the settlement is close to being completed.

Director Lindsay also mentioned that he is coordinating a schedule with some of the subcontractors to complete a punch list of items. He mentioned that some of these items have been paid for and there will be no additional payments but some of the items are work that Firestone will be contracting for to have completed.

Agenda Item 6a:

Next Meeting will be May 13, 2024 at Firestone Town Hall, starting at 4:00 P.M. Director Lindsay will be participating remotely.

Agenda Item 7:

Director Lindsay discussed the Temperature Logging test. He explained he was told that he didn't have to do any injecting into the well while the test was taking place, and found out later that he in fact needed to be injecting into the well. He explained that the injection pump station cannot generate a high enough flowrate to get the well pressure up high enough for the testing.

Director Lindsay explained that after speaking with Excellence Logging that they recommended a company here in Firestone that will be able to come in and help perform the testing by bringing in their own pumping equipment and materials as needed. Director Lindsay mentioned the cost was estimated to be \$12K. Director Lindsay will have an update at the next meeting.

Agenda Item 8:

Motion to adjourn made by Director Conyac, second by Director Lindsay at 5:06 P.M.

Motion passed unanimously by voice vote.