



WATER AND SEWER BOARD REGULAR MEETING  
August 8, 2018 – 6:30 a.m.  
2<sup>nd</sup> Floor Conference Room – 301 Walnut Street  
Windsor, CO 80550

MINUTES

**A. CALL TO ORDER**

Board Secretary Julie Cline called the meeting to order at 6:32 a.m.

- |                     |                         |                  |
|---------------------|-------------------------|------------------|
| 1. <u>Roll Call</u> | Chairperson             | Vacant           |
|                     | Vice-Chairperson        | Vacant           |
|                     | Secretary               | Julie Cline      |
|                     |                         | Carlos Medina    |
|                     |                         | Darell Zimbelman |
|                     |                         | Greg Bielawski   |
|                     |                         | Milt Tokunaga    |
|                     |                         | Milton Geiger    |
|                     | Town Board Liaison      | Ken Bennett      |
| Also present:       | Director of Engineering | Dennis Wagner    |
|                     | Water Resources Manager | John Thornhill   |
|                     | Utility Billing Clerk   | Erin Porter      |

2. Review of Agenda by the Board and Addition of items of New Business to the Agenda for Consideration by the Board
3. Public Invited to be Heard  
There was no public comment.

**B. CONSENT CALENDAR**

1. Minutes of April 11, 2018 Regular Meeting  
Board Member Bielawski asked for a clarification to the minutes in regards to staff communication on watering restrictions. Ms. Porter said she would update the minutes to reflect the requested change.

**Board Member Medina moved to accept the minutes of the April 11, 2018 meeting with the requested correction; Board Member Bielawski seconded the motion. Motion carried unanimously.**

**C. BOARD ACTION**

1. Election of Officers  
As the former Chairman and Vice-Chairman had decided to resign from the Water and Sewer Board, elections were held for a new Chairman and Vice-Chairman.

For Chairman, Board Member Zimbelman nominated Board Member Cline and Board Member Medina nominated Board Member Bielawski. Voting results are as follows:

Round 1:

Board Member Zimbelman:	1 vote
Board Member Bielawski:	2 votes
Board Member Cline:	2 votes
Ex-Board Member Goodell:	1 vote

Round 2:

Board Member Bielawski:	4 votes
Board Member Cline:	2 votes

For Vice-Chairman. Board Member Medina nominated Board Member Zimbelman and Board Chairman Bielawski nominated Board Member Medina. Voting results are as follows:

Round 1:

Board Member Medina:	4 votes
Board Member Zimbelman:	2 votes

Board Member Cline will remain as Secretary.

#### **D. PRESENTATIONS AND DISCUSSION**

1. North Sewer Extension Project

Mr. Wagner provided the Board with an update to the current North Sewer Extension Project. For the past 4 months Windsor has been working to get sanitary sewer up to Highway 257 and County Road 74 also known as Harmony Road. The current stakeholders are the Town of Windsor, the Town of Severance and North Lake Metropolitan District. The area under discussion is the land on the north-west corner of Highway 257 and Harmony. The land is the proposed location of the Rocky Mountain Sports Park, and the Park project was the driving factor for the Sewer Extension Project. The area has been annexed into the Town since 1983.

The original Master Plan called for sewer to be extended up to the current development of The Ridge at Harmony Road, but when the development began, The developer made an agreement with Box Elder Sanitation to provide service for that subdivision. When the new project came up, staff reviewed the existing Mater Plan which called for an all-gravity route. Cost figures from several years ago were about \$1 million a mile, with an estimated cost of \$3 million. After running a new analysis, consultants said it would be about \$18 million. This was cost prohibitive, and so a new plan was devised for a partial gravity sewer with a lift station and force main.

The Board discussed the various aspects of the current plan and the alternative plan. Expectations for the completion of the project are July 2019.

#### **E. COMMUNICATIONS**

1. Staff

Mr. Wagner introduced the new Water Resources Manager John Thornhill to the Board.

Mr. Thornhill presented the current water use chart which showed that water consumption was continuously going up.

Mr. Wagner reported that NISP's final Environmental Impact Statement came out last week, and the comment period has been extended to October 4, 2018.

Mr. Wagner updated the board on the agreement between Windsor and the Fort Collins Loveland Water District. There have been delays with the FCLWD board and adding the item to their agenda.

2. Board

Town Board Liaison Bennett discussed the Town Board's most recent strategic planning meeting regarding current and future growth and a potential new water treatment plant.

Chairman Bielawski provided information on the Northern Water tours that are still remaining for this year.

Chairman Bielawski discussed the current bylaws regarding meeting times. The current bylaws state the Board meets monthly and needs to be updated to bi-monthly. The Board decided to keep the current meeting time of 6:30 am.

Chairman Bielawski asked about current water conservation efforts. Ms. Porter stated that due to staffing issues there hasn't been much done for water conservation in 2018, but staff is looking at different options for 2019. Mr. Thornhill said that ultimately water conservation will be a part of his job.

**F. ADJOURN**

**Board Member Zimbelman moved to adjourn the meeting at 7:58 am; Board Vice-Chairman Medina seconded the motion. Motion carried unanimously.**

Submitted by:



Erin Porter, Utility Billing Clerk