A Regular Meeting of the Board of Utilities Commissioners of the City of La Junta, Colorado, was called to order by Chairman Lorenz Sutherland on Tuesday, July 9, 2019, at 4:00 p.m. in the Power Board Room of the Municipal Building.

Roll was called and the following Board Members were present:

Present:  
Jim Goodwin, Commissioner  
Frank McKenzie, Vice-Chairman  
Jeffri Pruyn, Mayor  
P. Lorenz Sutherland, Chairman

Absent: Mike Bourget, Commissioner

Also present:  
Rick Klein, City Manager  
Bill Jackson, Asst. City Manager  
Phil Malouff Jr., City Attorney  
Melanie Scofield, City Clerk  
Gary Cranson, ARPA Representative  
Rick Gumke, Line Crew Chief  
Darren Adame, Director of Engineering  
Tom Seaba, Director of Water & Wastewater  
Aliza Libby-Tucker, Director of Finance  
Elaine McIntyre, Council Member  
Bette McFarren, Tribune Democrat

MINUTES OF PREVIOUS MEETING
Chairman Sutherland asked if there were any corrections to the minutes of the Regular Meeting of May 14, 2019. Mike Bourget was not in attendance at this meeting. Hearing no further corrections, he declared the May minutes approved as amended. Chairman Sutherland then asked if there were any corrections to the minutes of the Regular Meeting (reports only) of June 11, 2019. Hearing none, he declared the minutes approved as published.

CITIZEN PARTICPATION
1. There was no citizen participation.

REPORTS

A. ARPA Board. Gary Cranson gave the following report:
   1. There has not been an ARPA meeting since the last report.

B. Water & Wastewater Treatment. Tom Seaba gave the following report:
   1. R.O. Plant
      - Exterior LED light conversion complete.
      - Maintenance on chlorine system to include new bellows pump, new diaphragms, repair two leaks, install new probes.
      - Replaced all cartridge filters and performed a base-line differential pressure test between new style filter and current filter.
      - Conducted MPA & Sport testing per CDPHE request.
      - Received final report from CDPHE concerning system Sanitary Survey.
         o Significant Deficiencies: 0
         o Violations: 0
Recommendations: These recommendations and suggestions covered easier recordkeeping and data verification methods concerning the two newest CDPHE regulations regarding backflow prevention, storage tank maintenance, and a reminder our treatment plant will be reclassified a Level “A” treatment plant due to the volume of treated water it can produce.

- Additional routine plant and grounds maintenance.

2. Distribution
- Water main work at WWTP.
- Completed new service lines at rodeo grounds.
- Completed Lead & Copper testing. Results pending.
- Meter reading.

3. Wastewater
- Treated 29.68 million gallons. Removed 33 ft³ of screenings and 77 ft³ of grit.
- Jetted 2,779 feet of main in reference to five emergency calls and forty-four man-hole locates. Annual jetting is at 26,572 feet.
- Veris to complete pumping, “mucking out,” and decommissioning of digesters next week.
  - Pressed 533,672 gallons to date
  - Estimated 363,000 remain
- New plant rated at 94% complete.
  - AmWest completing SCADA integration this week. SCADA training on 07/11/19.
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4. All Departments
- Safety meeting concerning basic safety practices.
- Assisting with an Arkansas Valley Conduit Regionalization Study.

Tom Seaba: We are still developing the list on checking back flow preventers. As the policy reads, it’s any single non-family residential entity that should have one; or your residential connections that are either sprinkler systems or swimming pools. Most of it is self regulation where we request the citizenry to come forward and let us know what they do or don’t have, especially when it comes to industry and commercial connections. Chris Menges is our Water Quality Tech who is in charge of this program. He’ll continue to make strides in sending out letters, notices and surveys to the places where we suspect there to be a cross connection and if a return isn’t received within a specified time, he’ll go knock on their door and take a walk around himself.

Chairman Sutherland: I ended up having a conversation with the organization that provided us with the loan, Colorado Water Resources and Power Development Association. They are thrilled with the way this project has gone. Tom’s name came up several times as to how much they enjoyed working with him. He was always professional and they were thrilled with his leadership on the project and they made the statement that they wished every one of their projects went this well.

C. Power Distribution. Rick Gumke gave the following report in Reuben’s absence:

1. Line Crew
- Upgraded the transformer station at Love’s.
- Continue tree trimming on the west side.
- Worked on some lights at Little Potter and hooked up a sprinkler system service.
- Helped a contractor for CenturyLink setting poles that our lines are on.
- Replacing poles in the alley between 6th and 8th Streets and Barnes and Belmont Avenues.
- Still painting downtown light poles.
- Have completed some routine line maintenance.
- All six cameras at the Warehouse are up and running.
- Trucker hit a light pole at Highway 50 and Dalton. It was a hit and run but there was a witness who followed him for the Police.
- Have the rest of the radio read meters installed, there will be a handful of meters to read.
- Changed three bulbs at Big Potter ball field.
• Helped serviceman with fifteen cut-offs on the west side.
• Re-routed some guy wires behind the Elks Lodge for the new parking lot.
• Did some more trenching at the Rodeo Grounds for a water line.
• Three guys went to Lamar for a Raptor Protection class.
• Hooked the electric trailer up at Veteran’s Field.

C. Power Plant. Bill Jackson gave the following report:
   1. Everything is progressing nicely.

D. Sanitation. Darren Adame gave the following report:
   1. June report.

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2. We are getting several clients in different towns that we will service on a weekly basis because nobody else will provide the service, as long as we stay in the county. If we go out of the county, we would have to charge more because the landfill charges us more.
3. City-wide clean up is coming starting in September so next month we’ll provide a map to the Utility Board and get it to Finance for utility bills.
4. Mr. Russell Brown is doing a great job grading the alleys. He is passed Colorado Avenue and continues grading on Tuesdays and Thursdays.
5. We have one young man dedicated to street sweeping five days a week.
6. We have a new asphalt trailer that will be put to use.

NEW BUSINESS
A. City Manager’s Comments.
   1. Preparing for budget and minimum wage increase.

B. City Attorney’s Comments.
   1. Kudos to Reuben DeLeon. He cancelled a planned vacation to appear as a witness for a July 1st trial date. His efforts are greatly appreciated.
   2. Will be presenting a supplemental budget at the next meeting.

C. Governing Body’s Comments.
   1. Mayor Pruyrn: When I looked back at the minutes, I was reminded of something I’ve been thinking about with this Board. It’s a very small Board and a quorum cannot be met when at least one member of the Board has missed five to six meetings in a row. So if there happens to be others that are unable to attend, we don’t have a quorum. Two things for consideration: 1) either the Board needs to expand by another two members so that we don’t have this problem in the future, or 2) we need to implement a policy like a lot of the other Boards that if you miss more than three meetings you have to have a really good reason for it or you get replaced.
2. Chairman Sutherland: I would like to have the auditors give an audit report at the August Board meeting, on strictly the Enterprise Funds.

MOTION TO MOVE INTO AN EXECUTIVE SESSION FOR THE PURPOSE OF DETERMINING POSITIONS RELATIVE TO MATTERS THAT MAY BE SUBJECT TO NEGOTIATIONS, DEVELOPING STRATEGY FOR NEGOTIATIONS, AND/OR INSTRUCTING NEGOTIATORS, UNDER C.R.S. §24-6-402 (4)(e): McKenzie

SECOND: Goodwin

DISCUSSION: There was no discussion

VOTE: The motion carried 4-0 (Bourget absent)

Utilities Board went into Executive Session from 4:36 p.m. until 5:17 p.m.

There being no further business, the meeting adjourned at 5:17 p.m.

CITY OF LA JUNTA

ATTEST: P. Lorenz Sutherland, Chairman

Melanie R. Scofield, City Clerk