

Norwood Water Commission
Tuesday April 9th, 2024- Regular Meeting
Norwood Community Center 7:00 P.M.

Call to Order:

Finn Kjome called the regular meeting of the Norwood Water Commission to order at 7:02P.M. The Norwood Water Commission of San Miguel County, State of Colorado, met in regular session at the Norwood Community Center, 1670 Naturita Street, Norwood, Colorado. Those being present were as follows:

Present: **Vice Chairman** – Finn Kjome, Brad Campbell, Mike Grafmyer, Ray Cossey, and Richard Nelson

Staff: Deana Sheriff, Shawntel Darby, and Randy Harris

Absent:

Others: Candy Meehan, Byron and Cindy Blair, Wesley Tackett, and Dahlia Mertens

Via Zoom – Chairman – Tony Daranyi, Shawn Fallon, and Stephen Johnson - Attorney

Public Walk-In Period:

Candy Meehan spoke on behalf of the Wright’s Mesa Concerned Citizens regarding the solar project. She would like to ask for 2 letters of support.

Review/Consent Agenda:

There was a **Motion** by Mike Grafmyer to approve the March 12th, 2024 minutes as presented. Brad Campbell seconded the **motion**. All voted **yes**. **Motion passed.**

There was a **Motion** by Brad Campbell to approve the April 2nd, 2024 minutes as presented. Mike Grafmyer seconded the **motion**. All voted **yes**. **Motion passed.**

There was a **Motion** by Ray Cossey to approve the March 2024 bills and accounts as presented. Richard Nelson seconded the **motion**. All voted **yes**. **Motion passed.**

There was a **Motion** by Ray Cossey to approve the April 2024 bills and accounts as presented. Brad Campbell seconded the **motion**. All voted **yes**. **Motion passed.**

Board Member Additions to Agenda:

Brad Campbell made a **motion** to add the letters of support regarding the solar project to New Business at the bottom. Ray Cossey seconded the **motion**. All voted **yes**. **Motion passed.**

Mike Grafmyer made a **motion** to move New Business f to a and New Business e) to b). Brad Campbell seconded the **motion**. All voted **yes**. **Motion passed.**

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Brad Campbell made a **motion** to move Old Business a) to under New Business. Mike Grafmyer seconded the **motion**. All voted **yes**. **Motion passed**.

New Business:

a) Letter of Agreement for Town Manager

Ray Cossey made a **motion** to approve the Letter of Agreement for Town Manager subject to the approval of legal counsel. Brad Campbell seconded the **motion**. All voted **yes**. **Motion passed**.

b) Ratification of Deana Sheriff as the Town Manager

Mike Grafmyer made a **motion** to ratify Deana Sheriff as the Town Manager and recognized as the administrative manager for the Norwood Water Commission as an independent entity, in all respects and remains in full force and effect. Ray Cossey seconded the **motion**. All voted **yes**. **Motion passed**.

c) Approval of Deana Sheriff to Assist FWDC with Grant Application

Tony Daranyi made a **motion** to approve Deana Sheriff to assist Farmer's Water Development Company with their grant application. Brad Campbell seconded the **motion**. All voted **yes**. **Motion passed**.

d) Letter of Support for FWCD Grant Application

Brad Campbell made a **motion** to give a letter of support to the Farmer's Water Development Company for their grant application with the verbiage changed from the "single source of water" to the "main source of municipal water". Tony Daranyi seconded the **motion**. All voted **yes**. **Motion passed**.

e) Application for New Water Service – Dahlia Mertens/Greg Deame

The NWC Board discussed feasibility as well as codes. Mike Grafmyer stated that we do not typically charge for the 4-inch water tap if it is for fire protection. The general consensus of the Board was that they will need to pay for a tap if they choose to develop the back lot.

Brad Campbell made a **motion** to approve the application for new water service at 1510 Grand Avenue for fire protection, 4-inch tap, contingent upon direction as they feel there may not be room to go through the alley. Mike Grafmyer seconded the **motion**. All voted **yes**. **Motion passed**.

f) Leak Forgiveness for Byron Blair

Brad Campbell made a **motion** to approve leak forgiveness per the leak policy. Ray Cossey seconded the **motion**. All voted **yes**. **Motion passed**.

g) Discussion Regarding Tackett Water Tap

The NWC Board revisited the approval they previously gave as SGM gave several possible scenarios for the Tackett tap.

Ray Cossey made a **motion** to accept scenario 3 as a regular water tap with no cistern. Mike Grafmyer seconded the **motion**. All voted **yes**. **Motion passed**.

h) Signatories for the NWC

Ray Cossey made a **motion** to add Tony Daranyi as a signatory for the bank accounts at US Bank. Brad Campbell seconded the **motion**. All voted **yes**. **Motion passed**.

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i) Letters of Support Regarding Solar Project – Candy Meehan

Candy Meehan spoke on behalf of the Wright's Mesa Concerned Citizens regarding the Solar Project. She would like to ask for 2 letters of support addressing the water sources and capping large scale solar. Ray Cossey asked her to send bullet points and to give it to our attorney as well.

Mike Grafmyer made a **motion** to direct staff to write the letters of support. Tony Daranyi seconded the **motion**. **All** voted **yes**. **Motion passed**.

j) History of the Intergovernmental Agreement Between the Town of Norwood, Norwood Water Commission and Norwood Sanitation District

Steve Johnson presented the history of how the intergovernmental agreement came about between the Town of Norwood, the Norwood Water Commission, and the Norwood Sanitation District and what role June E. Step had at that time as the Town of Norwood Mayor and attempting to take over all the entities. The Norwood Water Commission was clearly declared a separate entity. Stephen Johnson states that he is concerned the Town of Norwood is trying to usurp the Norwood Water Commission and he feels that it is vital that the NWC retain complete independence.

k) Request for Proposal for Legal Services

Ray Cossey made a **motion** to move forward with a request for proposal for legal services. Tony Daranyi seconded the **motion**. **All** voted **yes**. **Motion passed**.

Steve Johnson recommended we retain Rob Pierce of Dufford Waldeck. Mike Grafmyer stated that he would like to talk with him.

Mike Grafmyer made a **motion** to hire Rob Pierce of Dufford Waldeck. Ray Cossey seconded the **motion**. **All** voted **yes**. **Motion passed**.

l) Presentation Regarding Water Line Extensions/Applications for New Water Service Loan Fund – Tony Daranyi and Deana Sheriff

Tony Daranyi and Deana Sheriff presented funding information regarding water line extensions and applications for new water service.

V) Executive Session

Ray Cossey **moved** to go into executive session at this time for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiation; and instruction to negotiators under C.R.S. Section 24-6-402(4)(e). Richard Nelson seconded the **motion**. **All** voted **yes**. **Motion passed**.

Finn Kjome states that executive session has begun. It is Tuesday, April 9, 2024 and the time is now 8:26p. For the record, I, Finn Kjome, the vice chairman of the Norwood Water Commission, am the presiding officer. As required by the Open Meetings Law, this is an executive session for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiation; and instruction to negotiators under C.R.S. Section 24-6-402(4)(e).

Executive Session Attendance: Ray Cossey, Tony Daranyi – zoom, Richard Nelson, Mike Grafmyer, Brad Campbell, Steve Johnson, Deana Sheriff, and Randy Harris

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Steve Johnson requested the executive session not be recorded.

Discussion in executive session.

Finn Kjome states the hereby attests that this discussion reflects the actual contents of the discussion at the executive session and has been made in lieu of any written minutes to satisfy the recording requirements of Open Meeting Law. I will direct the NWC Secretary to retain the recording for a 90 day period. The time is now 9:02p and we conclude the executive session.

Finn Kjome states that the time is now 9:04p and the executive session has been concluded. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into executive session occurred during the session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record.

Old Business:

a) Discussion Regarding System Upgrades (if any)

1. Update on Redundant Line Grant (if any)

No updates at this time.

Staff Reports/Announcements

a) Public Works Director's Report

Ray Cossey wanted to know about the Redvale project that is set to start this month. Randy Harris has left multiple messages for the company who agreed to help us with this project. He has not heard back yet.

Ellen Bradley has not paid for her tap yet and she's not sure if she wants to as she would like to revisit the decision regarding the 4-inch line. Mike Grafmyer feels she should start over with a new application. Randy Harris states that she has concerns regarding the cost.

They repaired a water leak on the Norwood Hill service line.

Randy Harris states that we have to upgrade the chlorine feed system which will likely cost roughly \$5,000.00.

b) Board Members Reports

c) Administrative Reports

Deana Sheriff states that we are making sure we are getting our ducks in a row and taking inventory.

We can now remote into the Water Shack. We had a few hiccoughs at first, but we can now add to the customer accounts from the office. We will work on cleaning up old accounts.

Our intern is scanning our old documents. We are keeping the original papers and putting them in a secure place.

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We are getting all of our policies and procedures put in place.

Richard Nelson complimented Deana on doing a great job.

Adjourn:

Motion by Mike Grafmyer to adjourn the meeting at 9:24P.M. Ray Cossey seconded the **motion**. All voted **yes**. ***Motion passed.***

Approved:

Approved As Corrected:

Date:

DRAFT

NORWOOD WATER COMMISSION
 ACCOUNTS PAYABLE APRIL 2024

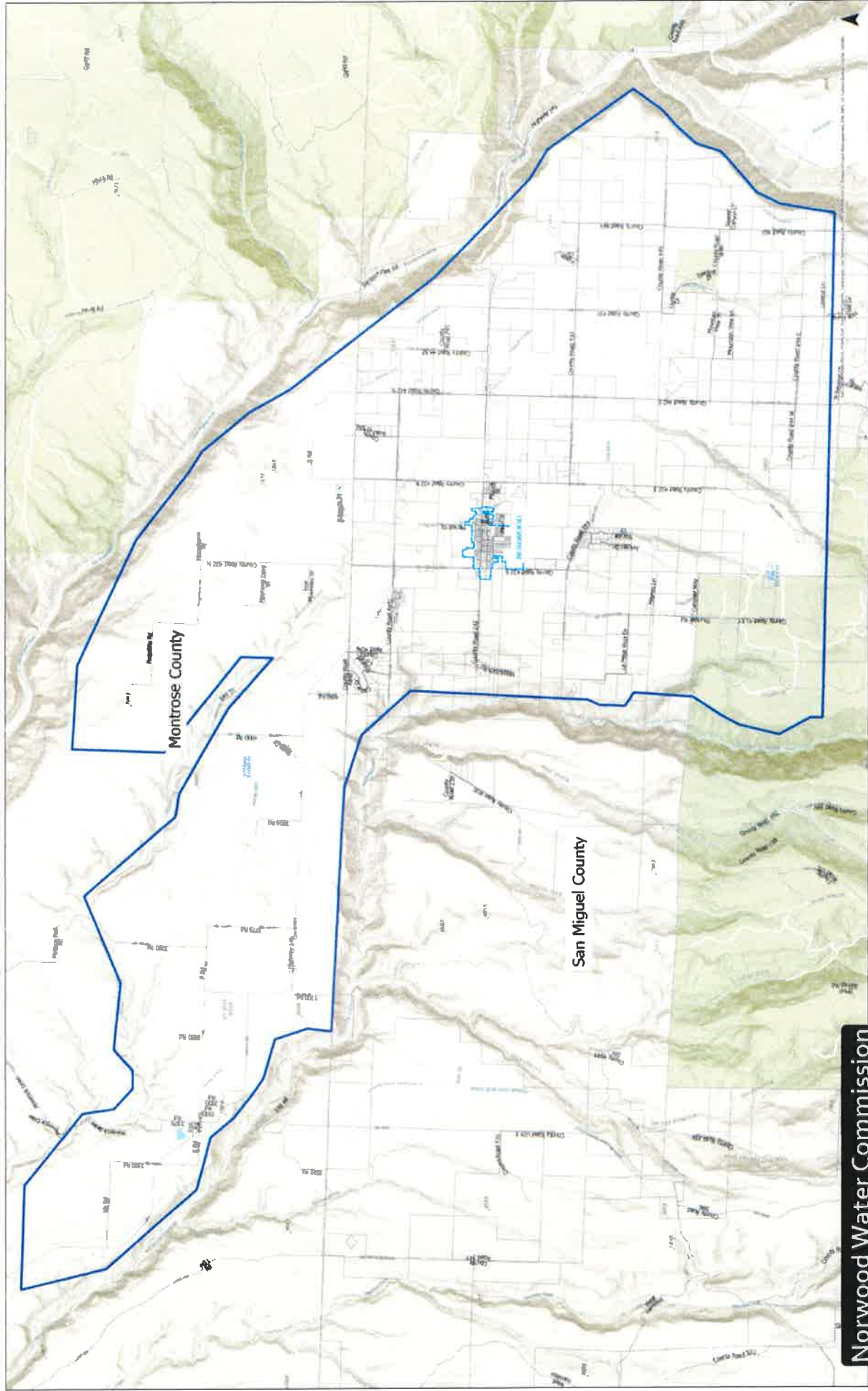
			NWC Portion	NSD Portion	TON Portion
PD 100	5140620	Caselle Inc	\$ 91.67	\$	\$ 91.67
PD 1186	5140132	CEBT	\$ 1,828.18	\$ 1,136.99	\$ 3,082.23
PD 110	5140280	Century Link	\$ 97.71	\$	\$
PD 111	5140630	Colorado Analytical	\$ 576.00	\$	\$
PD 1171	5140840	ESRI	\$ 550.00	\$	\$
PD 185	5140740	Filter Tech Systems	\$ 1,930.98	\$	\$
PD 1019	5140620	FP Mailing Solutions	\$ 74.98	\$ 74.98	\$ 74.98
PD 1214	5140310	Jaquelynn Franklin	\$ 650.00	\$	\$
PD 1145	5140275	JC Propane	\$ 1,208.65	\$	\$
PD 335	5140630	Mesa County Public Health	\$ 25.00	\$	\$
PD 340	5140240	Quill	\$ 431.78	\$ 71.28	\$ 71.28
PD 375	5140255	Sam's Service	\$ 372.42	\$	\$
PD 1213	5140480	Streamline	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
PD 21	5140620	Timberline Ace Hardware	\$ 234.69	\$	\$
PD 955	5140132	United Life Insurance Company - March (arrived late)	\$ 6.05	\$ 5.19	\$ 61.34
PD 491	5140250	USA BlueBook	\$ 300.00	\$	\$
PD 1210	5140310	VYANET Security	\$ 73.42	\$ 73.42	\$ 73.42
PD 1021	5140250	West Elk Supply	\$ 175.00	\$	\$

TOTAL \$ 10,226.53

Bills Paid in April but after April 09 Board Meeting			NWC Portion	NSD Portion	TON Portion
PD 1186	5140132	CEBT	\$ 1,828.18	\$ 1,136.99	\$ 3,082.23
PD 110	5140280	Century Link	\$ 103.21	\$	\$
PD 1138	5140280	Clearnetworx	\$ 60.00	\$	\$
PD 992	5140245	Coach's Mother	\$ 185.43	\$	\$
PD 180	5140661	Farmer's Water Development Company	\$ 2,132.50	\$	\$
PD 959	5140250	Municipal Treatment Equipment	\$ 3,809.99	\$	\$
PD 405	5140275	San Miguel Power	\$ 1,917.07	\$	\$
PD 405	5140275	San Miguel Power	\$ 56.66	\$	\$
PD 405	5140275	San Miguel Power	\$ 25.00	\$	\$
PD 405	5140275	San Miguel Power	\$ 25.00	\$	\$
PD 405	5140275	San Miguel Power	\$ 77.00	\$	\$
PD 405	5140275	San Miguel Power	\$ 38.20	\$	\$
PD 1139	5140250	Summit Chemical	\$ 5,127.92	\$	\$
PD 465	5140110	Town of Norwood - Monthly Wages	\$ 2,561.82	\$ 2,195.86	\$
PD 465	5140110	Town of Norwood - Monthly Wages	\$ 2,683.34	\$ 1,916.66	\$
PD 465	5140110	Town of Norwood - Monthly Wages	\$ 2,686.00	\$	\$
PD 465	5140110	Town of Norwood - Monthly Wages	\$ 2,331.12	\$ 2,331.12	\$
PD 465	5140110	Town of Norwood - Monthly Wages	\$ 1,610.00	\$ 1,610.00	\$
PD 465	5140110	Town of Norwood - Monthly Wages	\$	\$	\$
PD 465	5140110	Town of Norwood - Monthly Wages	\$ 1,006.00	\$ 1,006.00	\$
PD 465	5140620	Town of Norwood - Reimbursement	\$ 70.00	\$ 70.00	\$ 70.00
PD 465	5140620	Town of Norwood - Reimbursement	\$ 50.90	\$ 50.90	\$ 76.35
PD 465	5140240	Town of Norwood - Reimbursement	\$ 103.66	\$ 103.66	\$ 120.81
PD 465	5140270	Town of Norwood - Reimbursement	\$ 985.19	\$ 693.06	\$
PD 465	5140290	Town of Norwood - Reimbursement	\$ 284.00	\$ 284.00	\$ 232.00
PD 490	5140620	UNCC	\$ 32.25	\$	\$
PD 955	5140132	United Life Insurance Company - April	\$ 6.05	\$ 5.19	\$ 61.34
PD 1021	5140250	West Elk Supply	\$ 175.00	\$	\$
PD DEBIT		Xpress Bill Pay	\$ 84.75	\$	\$

TOTAL \$ 30,056.24

TOTAL
 TON WAGES
 \$73,494.74



Norwood Water Commission



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Water Boundary