

Upper Blue Sanitation District
Board of Directors Meeting
Thursday May 10, 2012 @ 5:30 PM

I. ROLL CALL:

Mr. Robin Theobald called the meeting to order at 5:30 PM. Mr. Robin Theobald, Mr. Barrie Stimson, Mr. Kenneth Trausch answered "present" at roll call and Mr. Michael Turek was present via the telephone.

Mr. Andrew Carlberg and Mrs. Marjorie Borsina attended as well.

Mr. Michael Turek and Mr. Kenneth Trausch recited the Oath of Office and were sworn in as new Board members.

Note: There was a work session preceding the Board Meeting from 4:30 PM to 5:30 PM at the Administration Office. Mr. Robin Theobald, Mr. Barrie Stimson, Mr. Kenneth Trausch and Mr. Andrew Carlberg were present at the work session.

II. MINUTES:

April 19, 2012 minutes: Mr. Stimson made a motion to approve the April 19, 2012 Board of Directors meeting minutes. Mr. Trausch seconded the motion. The motion was passed unanimously by the Board.

III. PUBLIC HEARINGS:

A. Amendment of Rules and Regulations - Elimination of Service Charge:

Mr. Carlberg gave the Board an overview on the current Plant Investment Fee (PIF) service charge policy, pertaining to revoking the connection approval when the building is not completed within an eighteen month time frame. The Board discussed the current policy and the philosophy of the PIF service charge and the time frame requirement. The PIF service charge and time frame requirement were added when the District needed capacity and did not want to sell a Plant Investment Fee to a property that was not going to be developed. The current policy requires that the purchaser must place the PIF into use within an eighteen month time frame or the connection approval will be revoked and the PIF will be refunded less a 25% service charge. The amended policy would keep the eighteen month time frame requirement and would refund 100% of the Plant Investment Fee (PIF) that was paid.

Mr. Carlberg stated that the Public Hearing on the elimination of the PIF service charge was advertised three times in the Summit County Journal and posted at the District's posting sites.

Mr. Theobald opened the Public Hearing. There was not anyone present from the public. Mr. Theobald closed the Public Hearing.

Mr. Stimson made a motion to approve Resolution 4, Series 2012 "Amendment of Rules and Regulations to Eliminate the PIF Service Charge When Revoking Connection Approval". Mr. Trausch seconded the motion. The motion was passed unanimously by the Board.

IV. PUBLIC COMMENT:

V. BILLS:

The bills were reviewed and discussed by the Board of Directors. Mr. Turek made a motion to approve the bills as submitted with the exception of items on the agenda which will be discussed later in the meeting. Mr. Trausch seconded the motion. Mr. Theobald asked the Board for a roll call and the motion was passed unanimously by the Board.

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VI. FINANCIAL REPORT:

The Financial Report was reviewed and discussed by the Board of Directors during the work session. During the work session the Board discussed the percent of budget dollars available column on the financial statements. The Board discussed the fact and that the District does not budget by line item and that some line items are based on cash and some are on an accrual basis.

VII. MONTHLY REPORTS:

B. Plant and Collection:

The Plant and Collection reports were discussed by the Board of Directors during the work session.

Mr. Greg Brown reported in a memo to Mr. Carlberg that the Farmer's Korner South Plant is in need of a complete SCADA system upgrade. When the north plant was designed in 2008 the SCADA system was 5 years old and still operating adequately. Now in 2012, the south plant SCADA system is no longer operating at a satisfactory level. Therefore, the SCADA upgrade is necessary. The Board discussed the SCADA system upgrade.

Mr. Turek made a motion to approve proposed option #2 for the SCADA system upgrade. Mr. Trausch seconded the motion. Mr. Theobald asked the Board for a roll call and the motion was passed unanimously by the Board.

C. Manager Report:

-Board Vacancy: Mr. Carlberg reported that with the cancellation of the election due to the lack of Candidates the Board must now appoint someone to fill one vacant seat. Per Colorado State Statute the Board has 60 days to make the appointment. Mr. Carlberg recommended that the Board advertise the vacancy and request letters of interest, then interview all of the candidates. The Board discussed and decided to advertise the vacancy and to call a special meeting on June 12, 2012 at 2:00 PM to interview the candidates.

-Main Line Repair: Mr. Carlberg said that the District recently hired TES, Inc. to slip line nearly 1,000 feet of main line with a new technology called "Fold and Form". "Fold and Form" is a process when PVC pipe is heated with steam, then pulled through the old line, then steamed again and cooled. This process not only lines the inside of the main but creates a new, stronger pipe from within.

-Rec Path from Breckenridge to Fairplay: Mr. Carlberg reported to the Board that the District had been invited to attend the Stakeholder meeting for the Planning Grant, Recreational Pathway from Breckenridge to Fairplay. The District has several easements along the proposed route and needed to be part of the discussion. Mr. Carlberg said that he would keep the Board informed as the concept develops.

-Illinois Gulch: Mr. Carberg reported to the Board that there was a spill in Illinois Gulch on May 3, 2012. Approximately 5,000 gallons spilled and some of that flowed into Illinois Creek. The spill was not caused by any negligence of the District. The District cleaned that line in 2011. The cause of the spill was a large mop head, two shirts, etc. which clogged the line. The spill was reported to the State Health Department. The site was cleaned up, disinfected and the District put top soil down on the spill area.

VIII. OLD BUSINESS: None

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IX. NEW BUSINESS:

D. Carollo Pay Request #0121634:

Carollo has submitted pay request #0121634 in the amount of \$11,702.00 for services completed thru March 2012. Mr. Carlberg recommended approval of Carollo pay request #0121634.

Mr. Turek made a motion to approve Carollo pay request #0121634 in the amount of \$11,702.00. Mr. Stimson seconded the motion. Mr. Theobald asked the Board for a roll call and the motion was passed unanimously by the Board.

E. BHH Partners Pay Request:

Mr. Carlberg recommended that the Board approve BHH Partners pay request for work completed on the Farmers Korner plant expansion during the month of March 2012 (a detailed description of services is attached) in the amount of \$1,104.45. Mr. Carlberg said that BHH has been working on an as needed basis. In March, BHH worked mainly on building punch list items such as doors and door hardware at the request of Mortenson Construction.

Mr. Stimson made a motion to approve payment of BHH Partners pay request in the amount of \$1,104.45 for the Farmers Korner plant expansion project during the month of March 2012.

Mr. Trausch seconded the motion. Mr. Theobald asked the Board for a roll call and the motion was passed unanimously by the Board.

F. Glacier Construction Pay Request #35:

Mr. Carlberg said that the District and Mortenson Construction have reviewed the pay request and recommended approval of Glacier's pay request #35 in the amount of \$5,284.00, representing costs for work related to change order #9, plus the release of retainage in the amount of \$48,805.00.

Mr. Stimson made a motion to approve Glacier's pay request #35 in the amount of \$5,284.00, plus release retainage in the amount of \$48,805.00. Mr. Turek seconded the motion. Mr. Theobald asked the Board for a roll call and the motion was passed unanimously by the Board.

G. Mortenson Construction Pay Request #35:

Mr. Carlberg recommended approval of Mortenson's pay request #35 in the amount of \$9,343.44. Mr. Turek made a motion to approve Mortenson pay request #35 in the amount of \$9,343.44. Mr. Trausch seconded the motion. Mr. Theobald asked the Board for a roll call and the motion was passed unanimously by the Board.

H. Blue River Phase III Award of Contract: Mr. Carlberg said that at the last Board meeting the Board was presented the results of the bid opening for Blue River Phase III. At that time, the apparent low bidder was Schofield Excavation, Inc. Upon further investigation it was determined that Schofield did not have enough experience in order to assure the District that Schofield could complete the job. Schofield has asked that they not be considered for the award of the contract and that their bid bond be returned. The engineer recommended that the District award the bid to the next lowest bid; Stan Miller, Inc. Mr. Carlberg said that he concurs with the engineer's recommendation. Mr. Carlberg recommended that the Board award the contract to Stan Miller, Inc. and also recommended that the District return Schofield's bid bond once Stan Miller, Inc. signs the contract. The contract amount is \$766,314.81 and the budgeted amount for the project was \$900,000.00.

Mr. Turek made a motion to award the Blue River Phase III contract to Stan Miller, Inc. in the amount of \$766,314.81. Mr. Stimson seconded the motion.

Mr. Stimson made a motion to return the Schofield Excavation, Inc. bid bond once Stan Miller, Inc. has signed the contract for the Blue River Phase III project. Mr. Trausch seconded the motion. Mr. Theobald asked the Board for a roll call and the motion was passed unanimously by the Board.

I. Modifications to the District's Personnel Policies: Mr. Carlberg stated that periodically the District must review and update policies. The District's personnel policies were last updated in August 2003. The District recently updated the personnel policies which were reviewed by legal council and Mountain States Employers Council. The personnel policies did not need

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much change, mostly grammatical and clarification. Mr. Carlberg recommended that the Board adopt the updated personnel policies. Mr. Stimson made a motion to approve the May 2012 revised personnel policies. Mr. Turek seconded the motion. The motion was passed unanimously by the Board.

J. Inclusion Petition for Lot 15 Gilrose Subdivision: The owner of lot 15 Gilrose subdivision has submitted a petition for inclusion. Mr. Carlberg explained to the Board the augmentation letter from the Town of Breckenridge which authorized lot 15 in the Gilrose subdivision to connect to the sewer line. Mr. Carlberg recommended that the Board accept the petition and call for a Public Hearing at the June meeting. Mr. Turek made a motion to accept the inclusion petition for lot 15 Gilrose subdivision and set the Public Hearing for the June Board meeting. Mr. Trausch seconded the motion. The motion was passed unanimously by the Board.



K. Inclusion Petition for a Portion of East Moonstone Subdivision: The owner, Joan Betts has submitted a petition for inclusion. The property had been part of a land exchange between Summit County Open Space and the owner. The property in question is a portion of the East Moonstone Subdivision that is currently included in the District and there is no density associated with this piece of property. The problem that has occurred is that the County Treasurer has a portion of the property included in the District and a portion that is not included, resulting in two tax areas for a single piece of property. The inclusion of this portion of the East Moonstone Subdivision will include the entire property in the District. Mr. Carlberg recommended that the District waive all inclusion fees because this portion of the East Moonstone Subdivision was a Summit County Open Space trade with the owner and there is no density associated with the property.

Mr. Turek made a motion to accept the inclusion petition for a portion of the East Moonstone subdivision and to set the Public Hearing for the June Board meeting. Mr. Trausch seconded the motion. The motion was passed unanimously by the Board.

X. CORRESPONDENCE:

XII. ADJOURN:

Mr. Turek made a motion to adjourn the meeting at 6:21 PM. Mr. Trausch seconded the motion. The motion was passed unanimously by the Board.


Mr. Robin Theobald, President
Mr. Kenneth Trausch

Memorandum

To: Andy Carlberg
From: Marjorie Borsina
Date: May 4, 2012
Re: Financial Update

- The District's Financial Records are in good order.
- We have not received all of the April 2012 bills. Therefore, the April 2012 Financial Statements are a preliminary draft for your review.
- Holscher, Mayberry & Company, LLC will present the District's 2011 audited Financial Statements to the Board at the June Board meeting.
- We continue to solicit our customers to sign up for ACH/Auto Pay.

Marjorie

Upper Blue Sanitation District
Comparative Balance Sheet-UNAUDITED DRAFT
April 30, 2012 and April 30, 2011

	<u>2012</u>	<u>2011</u>	<u>Increase</u> <u>(Decrease)</u>
<u>Current Assets:</u>			
Petty Cash	\$200	\$200	-
Checking-Alpine Bank	\$ -	\$ 931,628	(931,628)
Checking-Wells Fargo Bank	9,002,350	8,000,748	1,001,602
Cash on Deposit with CWRPDA	-	-	-
ColoTrust Prime	3,637,985	6,336,214	(2,698,229)
Total Cash and Equivalents	12,640,535	15,268,790	(2,628,255)
Investments			
FK Construction Retainage Escrow	478,607	1,308,244	(829,637)
Cert. of Deposit & Treasuries	1,508,786	5,146,080	(3,637,294)
Total Investments	1,987,393	6,454,324	(4,466,931)
Other Current Assets			
Receivables-Utility + Spec. Assessments	206,731	201,470	5,261
Developer/Contractor Escrow	122,244	122,244	-
Interest Receivable & Market Adjustments	-	-	-
Notes Receivable	186,315	179,331	6,984
Prepaid Expenses	356,619	91,010	265,609
Loan Issuance Costs (Net)	139,249	151,549	(12,300)
Total Other Assets	1,011,158	745,604	265,554
Total Current Assets:	15,639,086	22,468,718	(6,829,632)
Property Plant and Equipment:			
Land	721,070	721,070	-
Easements	69,583	69,583	-
Sewer Lines	13,368,225	13,105,905	262,320
Treatment Plants	75,663,825	65,498,666	10,165,159
Office Equipment	210,830	173,451	37,379
Other Machines & Equipment	459,772	459,772	-
Autos & Trucks	821,984	791,743	30,241
Upper Blue System Costs	3,587,750	3,080,936	506,814
Telemetry	102,075	102,075	-
Employee Housing	1,038,191	1,038,191	-
Total Property Plant and Equipment :	96,043,305	85,041,392	11,001,913
Less Accumulated Depreciation	(25,913,128)	(24,660,391)	(1,252,737)
Net Property Plant and Equipment :	70,130,177	60,381,001	9,749,176
Total Assets:	85,769,263	82,849,719	2,919,544

Liabilities

	<u>2012</u>	<u>2011</u>	<u>Increase</u> <u>(Decrease)</u>
Current Liabilities:			
Accounts Payable	148,067	1,019,522	(871,455)
Construction/Developer Escrow	122,244	122,244	-
Earned Employee Benefits	121,416	117,720	3,696
Unearned User Fees	866,456	829,391	37,065
Interest Payable	164,671	175,689	(11,018)
Loan Payable (Current Portion)	890,595	867,859	22,736
Retainage Payable-Construction in Progress	478,607	1,308,244	(829,637)
Retainage Payable-Blue River	-	40,317	(40,317)
Employee Housing Deposit Payable	1,250	1,750	(500)
Total Current Liabilities:	2,793,306	4,482,736	(1,689,430)
Long Term Liabilities:			
Loan Payable	10,203,839	11,094,434	(890,595)
Total Long Term Liabilities:	10,203,839	11,094,434	(890,595)
Total Liabilities	12,997,145	15,577,170	(2,580,025)
Net Assets			
Contributed Capital	8,000,000	-	8,000,000
Invested in Capital Assets, Net of Related Debt	28,856,241	28,856,241	-
Restricted Net Assets (CWRPDA Escrow)	-	8,000,000	(8,000,000)
Unrestricted Net Assets	35,915,877	30,416,308	5,499,569
Total Contributed Capital	72,772,118	67,272,549	5,499,569
Total Liabilities and Equity	85,769,263	82,849,719	2,919,544

Upper Blue Sanitation District
Monthly Financial Statement-UNAUDITED DRAFT
April 30, 2012

	2012 <u>April</u>	2012 <u>Year To Date</u>	2012 <u>Approved Budget</u>	2012 <u>Uncollected</u>	2012 <u>% Uncol/Col</u>
Operating Revenue					
Sewer User Fees	432,437	1,731,185	5,178,264	3,447,079	67
Tap Inspection Fees	700	1,000	1,000	0	0
Miscellaneous Revenue	0	2,400	1,000	(1,400)	(140)
Camper Dump Fees	0	100	2,500	2,400	96
Late Fees	(3,109)	9,711	25,000	15,289	61
Line Extension Fees	8,507	8,507	20,000	11,493	57
Rental Income	3,750	15,000	35,000	20,000	57
Interest on Investments & Loans	2,982	12,142	29,000	16,858	58
Total Operating Revenue	445,267	1,780,045	5,291,764	3,511,719	66
Capital Revenue					
Plant Investment Fees	144,800	354,208	600,000	245,792	41
Inclusion Fees	12,320	12,320	20,000	7,680	38
Bonds and Grant	0	0	0	0	0
Transfer from Reserve	0	0	0	0	0
Total Capital Revenue	157,120	366,528	620,000	253,472	41
Total Revenue	602,387	2,146,573	5,911,764	3,765,191	64

Administration Expense	2012 April	2012 Year to Date	2012 Approved Budget	2012 Available	2012 % Available
Payroll & Employee Benefits					
Salaries	82,237	325,987	1,134,000	808,013	71
Overtime	4,116	12,458	45,000	32,542	72
FICA-Admn	5,270	20,649	74,000	53,351	72
Medicare-Admin	1,233	4,829	22,000	17,171	78
401K Contributions	6,004	23,450	75,000	51,550	69
Unemployment Insurance	(733)	3,152	23,000	19,848	86
Health Insurance	18,245	72,998	250,000	177,002	71
Total	116,372	463,523	1,623,000	1,159,477	71
Office Supplies	407	873	4,000	3,127	78
Telephone	1,220	4,785	15,000	10,215	68
Business Expenses	3,364	16,470	32,000	15,530	49
Legal Counsel	1,334	21,063	70,000	48,937	70
Education	774	2,033	25,000	22,967	92
Audit & Accounting	0	6,000	9,000	3,000	33
Legal Publications	2,000	5,143	6,000	857	14
Board Members	500	2,000	6,000	4,000	67
Elections	0	21	7,500	7,479	100
Computer Expenses	662	2,271	9,000	6,729	75
Copy Machine & Supply	0	400	1,000	600	60
Postage & Meter Rent	1,961	5,027	13,000	7,973	61
Insurance - General	9,142	36,567	110,000	73,433	67
Insurance - Deductible	0	0	1,000	1,000	100
Engineering	0	9,450	25,000	15,550	62
Tools	0	212	3,000	2,788	93
Radios	0	1,104	0	(1,104)	0
Vehicle Expense	0	0	500	500	100
Dues & Memberships	0	2,321	7,000	4,679	67
Safety	508	2,088	3,500	1,412	40
Summit Water Quality	11,531	11,531	13,000	1,469	11
Building Maintenance	409	2,765	25,000	22,235	89
Employee Housing Maintenance	365	5,516	25,000	19,484	78
Employee Housing Utilities	600	2,481	5,000	2,519	50
Total Administration	151,149	603,644	2,038,500	1,434,856	70
Iowa Hill Plant Expenses					
Utilities					
Gas	1,591	7,660	15,000	7,340	49
Electric	7,366	43,392	110,000	66,608	61
Freight	0	5,164	2,000	(3,164)	(158)
Equipment Repairs	0	2,439	10,000	7,561	76
Chemicals	0	19,812	10,000	(9,812)	(98)
Contracted Repairs	991	8,570	10,000	1,430	14
Laboratory Supplies	1,869	4,979	15,000	10,021	67
Biomonitoring	0	2,254	10,000	7,746	77
Discharge Permit	0	0	7,000	7,000	100
Supplies	291	1,162	3,000	1,838	61
Total Iowa Hill	12,108	95,432	192,000	96,568	50

	2012 <u>April</u>	2012 <u>Year to Date</u>	2012 <u>Approved Budget</u>	2012 <u>Available</u>	2012 <u>% Available</u>
Farmers Korner Expenses					
Utilities					
Gas	769	23,626	75,000	51,374	68
Electric	34,251	141,015	580,000	438,985	76
Freight	1,885	7,513	12,000	4,487	37
Equipment Repairs	14,221	19,923	50,000	30,077	60
Chemicals	17,819	106,377	180,000	73,623	41
Supplies	2,581	2,667	8,000	5,333	67
Contracted Repairs	883	2,286	18,000	15,714	87
Dumpster Charges	995	3,980	14,000	10,020	72
Biomonitoring	0	1,327	7,000	5,673	81
Discharge Permit	0	0	17,000	17,000	100
Composting	4,190	24,921	115,000	90,079	78
Site Monitoring	4,356	8,109	25,000	16,891	68
Sludge Hauling Costs	2,025	15,025	55,000	39,975	73
State Health Fees	0	0	2,500	2,500	100
Total Farmers Korner	83,975	356,769	1,158,500	801,731	69
Collection Expenses					
Utilities	1,205	4,448	18,000	13,552	75
Vehicle Expense	1,034	6,408	26,000	19,592	75
Line Cleaner Expenses	16,574	18,165	4,000	(14,165)	(354)
Manhole Repairs/Line Repairs	6,101	23,194	100,000	76,806	77
Equipment Repairs	0	1,031	9,000	7,969	89
CCTV Expense	0	0	4,000	4,000	100
Total Collection	24,914	53,246	161,000	107,754	67
Replacement Capital					
Administration	0	0	35,000	35,000	100
Plant:					
IH	0	0	135,000	135,000	100
FK	0	4,331	175,000	170,669	98
Upper Blue	0	0	0	0	0
Collection	1,800	6,255	335,000	328,745	98
Misc	0	0	0	0	0
Vehicle	0	0	30,000	30,000	100
Total Replacement Capital	1,800	10,586	710,000	699,414	99
Non Operating Expenses					
Bond Principal	0	42,884	890,595	847,711	95
Bond Interest	0	127,667	394,781	267,114	68
Total Non Operating	0	170,551	1,285,376	1,114,825	87

	<u>2012 April</u>	<u>2012 Year to Date</u>	<u>2012 Approved Budget</u>	<u>2012 Available</u>	<u>2012 % Available</u>
Capital Outlay					
Plant:					
IH	0	0	25,000	25,000	100
FK	14,627	689,202	1,910,000	1,220,798	64
Upper Blue	0	0	10,000	10,000	100
Collection	0	16,135	1,035,000	1,018,865	98
Administration	0	0	0	0	0
Total Capital Outlay	<u>14,627</u>	<u>705,337</u>	<u>2,980,000</u>	<u>2,274,663</u>	<u>76</u>
Total Expenses	<u>288,573</u>	<u>1,995,565</u>	<u>8,525,376</u>	<u>6,529,811</u>	<u>77</u>
Revenue Less Expenses	<u>313,814</u>	<u>151,008</u>	<u>(2,613,612)</u>		

Upper Blue Sanitation District
Comparative Financial Statement-UNAUDITED DRAFT
April 30, 2012 vs. April 30, 2011

	2012 <u>April</u>	2011 <u>April</u>	2012 <u>Year To Date</u>	2011 <u>Year to Date</u>	Increase <u>(Decrease)</u>
Operating Revenue					
Sewer User Fees	432,437	413,960	1,731,185	1,658,571	72,614
Tap Inspection Fees	700	200	1,000	650	350
Miscellaneous Revenue	0	(2,076)	2,400	8,801	(6,401)
Camper Dump Fees	0	0	100	0	100
Late Fees	(3,109)	25	9,711	7,420	2,291
Line Extension Fees	8,507	0	8,507	0	8,507
Rental Income	3,750	2,250	15,000	10,500	4,500
Interest on Investments	2,982	6,873	12,142	34,076	(21,934)
Total Operating Revenue	445,267	421,232	1,780,045	1,720,018	60,027
Capital Revenue					
Plant Investment Fees	144,800	51,235	354,208	638,416	(284,208)
Inclusion Fees	12,320	0	12,320	800	11,520
Bonds & Grant	0	0	0	0	0
Transfer from Reserve	0	0	0	0	0
Total Capital Revenue	157,120	51,235	366,528	639,216	(272,688)
Total Revenue	602,387	472,467	2,146,573	2,359,234	(212,661)

Administration Expense	2012 <u>April</u>	2011 <u>April</u>	2012 <u>Year to Date</u>	2011 <u>Year to Date</u>	Increase <u>(Decrease)</u>
Payroll & Employee Benefits					
Salaries	82,237	73,962	325,987	335,008	(9,021)
Overtime	4,116	2,070	12,458	8,567	3,891
FICA-Admin	5,270	4,633	20,649	20,937	(288)
Medicare-Admin	1,233	1,083	4,829	4,897	(68)
401K Contributions	6,004	5,152	23,450	25,202	(1,752)
Unemployment Insurance	(733)	1,946	3,152	5,419	(2,267)
Health Insurance	18,245	15,747	72,998	66,524	6,474
Total	116,372	104,593	463,523	466,554	(3,031)
Office Supplies	407	0	873	1,565	(692)
Telephone	1,220	936	4,785	4,398	387
Business Expenses	3,364	4,803	16,470	10,013	6,457
Legal Counsel	1,334	4,432	21,063	21,929	(866)
Education	774	485	2,033	5,097	(3,064)
Audit & Accounting	0	0	6,000	5,800	200
Legal Publications	2,000	0	5,143	1,342	3,801
Board Members	500	500	2,000	2,000	0
Elections	0	0	21	0	21
Computer Expenses	662	3,631	2,271	5,886	(3,615)
Copy Machine & Supply	0	0	400	0	400
Postage & Meter Rent	1,961	1,464	5,027	4,809	218
Insurance - General	9,142	8,709	36,567	34,838	1,729
Insurance - Deductible	0	0	0	0	0
Engineering	0	0	9,450	5,000	4,450
Tools	0	0	212	(103)	315
Radios	0	0	1,104	0	1,104
Vehicle Expense	0	0	0	0	0
Dues & Memberships	0	165	2,321	3,302	(981)
Safety	508	275	2,088	1,371	717
Summit Water Quality	11,531	961	11,531	3,843	7,688
Building Maintenance	409	782	2,765	4,144	(1,379)
Employee Housing Maintena	365	263	5,516	1,962	3,554
Employee Housing Utilities	600	844	2,481	2,616	(135)
Total Administration	151,149	132,843	603,644	586,366	17,278
Iowa Hill Plant Expenses					
Utilities					
Gas	1,591	1,670	7,660	8,006	(346)
Electric	7,366	16,086	43,392	60,342	(16,950)
Freight	0	952	5,164	3,749	1,415
Equipment Repairs	0	7,097	2,439	18,054	(15,615)
Chemicals	0	16,143	19,812	56,183	(36,371)
Contracted Repairs	991	0	8,570	1,932	6,638
Laboratory Supplies	1,869	1,128	4,979	3,395	1,584
Biomonitoring	0	0	2,254	2,210	44
Discharge Permit	0	0	0	0	0
Supplies	291	0	1,162	1,528	(366)
Total Iowa Hill	12,108	43,076	95,432	155,399	(59,967)

	2012 <u>April</u>	2011 <u>April</u>	2012 <u>Year to Date</u>	2011 <u>Year to Date</u>	Increase (Decrease)
Farmers Korner					
Utilities					
Gas	769	3,487	23,626	16,473	7,153
Electric	34,251	31,127	141,015	123,153	17,862
Freight	1,885	3,208	7,513	5,982	1,531
Equipment Repairs	14,221	2,788	19,923	10,584	9,339
Chemicals	17,819	25,217	106,377	64,124	42,253
Supplies	2,581	2,079	2,667	4,387	(1,720)
Contracted Repairs	883	0	2,286	652	1,634
Dumpster Charges	995	995	3,980	3,960	20
Biomonitoring	0	0	1,327	2,650	(1,323)
Discharge Permit	0	0	0	0	0
Composting	4,190	6,297	24,921	29,090	(4,169)
Site Monitoring	4,356	2,139	8,109	9,173	(1,064)
Sludge Hauling Costs	2,025	3,600	15,025	17,325	(2,300)
State Health Fees	0	0	0	1,090	(1,090)
Total Farmers Korner	83,975	80,937	356,769	288,643	68,126
Collection Expenses					
Utilities	1,205	1,050	4,448	3,947	501
Vehicle Expense	1,034	2,115	6,408	6,649	(241)
Line Cleaner Expenses	16,574	264	18,165	1,671	16,494
Manhole Repairs/Line Repai	6,101	23,093	23,194	27,283	(4,089)
Equipment Repairs	0	0	1,031	611	420
CCTV Expense	0	0	0	0	0
Total Collection	24,914	26,522	53,246	40,161	13,085
Replacement Capital					
Administration	0	0	0	5,520	(5,520)
Plant					
IH	0	0	0	877	(877)
FK	0	9,016	4,331	9,016	(4,685)
Upper Blue	0	0	0	0	0
Collection	1,800	0	6,255	0	6,255
Misc	0	0	0	0	0
Vehicle	0	0	0	0	0
Total Replacement Capital	1,800	9,016	10,586	15,413	(4,827)
Non Operating Expenses					
CWRPDA Loan Principal	0	0	42,884	42,039	845
Loan Interest	0	0	127,667	137,645	(9,978)
Total Non Operating	0	0	170,551	179,684	(9,133)

April Comparative Statement Cont.

Pg. 4

	<u>2012</u> <u>April</u>	<u>2011</u> <u>April</u>	<u>2012</u> <u>Year to Date</u>	<u>2011</u> <u>Year to Date</u>	<u>Pg. 4</u> <u>Increase</u> <u>(Decrease)</u>
Capital Outlay					
Plant-IH-CO	0	1,378	0	1,378	(1,378)
Plant-FK-CO	14,627	933,774	689,202	3,563,958	(2,874,756)
Plant-South Blue-CO	0	495	0	24,443	(24,443)
Collection	0	0	16,135	6,898	9,237
Administration	0	0	0	0	0
Total Capital Outlay	<u>14,627</u>	<u>935,647</u>	<u>705,337</u>	<u>3,596,677</u>	<u>(2,891,340)</u>
Total Expenses	<u>288,573</u>	<u>1,228,041</u>	<u>1,995,565</u>	<u>4,862,343</u>	<u>(2,866,778)</u>
Revenue Less Expenses	<u>313,814</u>	<u>(755,574)</u>	<u>151,008</u>	<u>(2,503,109)</u>	<u>2,654,117</u>

UPPER BLUE SANITATION DISTRICT
CERTIFICATES OF DEPOSIT
 2012

	<u>MILLENNIUM</u>	<u>TOTAL</u>
Bal. Forward 1/1/2011	\$1,506,251.44	\$1,506,251.44
January Interest	\$694.11	\$694.11
Redemption		\$0.00
Bal. 1/31/2011	\$1,506,945.55	\$1,506,945.55
February Interest	\$767.29	\$767.29
Redemption		\$0.00
February 28, 2011	\$1,507,712.84	\$1,507,712.84
March Interest	\$582.81	\$582.81
Redemption		\$0.00
March 31, 2011	\$1,508,295.65	\$1,508,295.65
April Interest	\$490.31	\$490.31
Redemption		\$0.00
April 30, 2011	\$1,508,785.96	\$1,508,785.96
May Interest		\$0.00
Purchase		\$0.00
Redemption		\$0.00
May 31, 2011		\$0.00
June Interest		\$0.00
Purchase		\$0.00
Redemption		\$0.00
June 30, 2011		\$0.00
July Interest		\$0.00
Purchase		\$0.00
Redemption		\$0.00
July 31, 2011		\$0.00
August Interest		\$0.00
Purchase		\$0.00
Interest Paid		\$0.00
Redemption		\$0.00
August 31, 2011		\$0.00
September Interest		\$0.00
Purchase		\$0.00
Redemption		\$0.00
September 30, 2011		\$0.00
October Interest		\$0.00
Purchase		\$0.00
Redemption		\$0.00
October 31, 2011		\$0.00
November Interest		\$0.00
Redemption		\$0.00
Purchase		\$0.00
November 30, 2011		\$0.00
December Interest		\$0.00
Redemption		\$0.00
Purchase		\$0.00
December 31, 2011		\$0.00

CAPITAL 2012

	Current Month	Year To Date	Budget
FARMERS KORNER - REPLACEMENT			
10-85-8524			
East Plant RAS/WAS Pumps	\$0.00	\$0.00	\$60,000.00
SCADA Upgrade		\$0.00	\$25,000.00
Hydroneumatic Tank	\$0.00	\$0.00	\$10,000.00
Hotsy			\$5,000.00
Centrifuge Lights	\$0.00	\$4,331.40	
Nutrient Study			\$75,000.00
TOTAL	\$0.00	\$4,331.40	\$175,000.00
FARMERS KORNER - NEW			
10-95-9540			
Finalize Plant Expansion	\$14,627.44	\$689,202.32	\$1,750,000.00
Snow and Ice Shed	\$0.00	\$0.00	\$75,000.00
Articulating Lift	\$0.00	\$0.00	\$40,000.00
New VFD Influent Pump			\$10,000.00
New3 Windows South Building			\$25,000.00
Miscellaneous			\$10,000.00
TOTAL	\$14,627.44	\$689,202.32	\$1,910,000.00
IOWA HILL - REPLACEMENT			
10-85-8522			
Densedge and Filters Rehabilitation	\$0.00	\$0.00	\$125,000.00
Irrigation Rehabilitation	\$0.00	\$0.00	\$10,000.00
Computer Replacement		\$0.00	
TOTAL	\$0.00	\$0.00	\$135,000.00
IOWA HILL - NEW			
10-95-9510			
Miscellaneous	\$0.00	\$0.00	\$25,000.00
TOTAL	\$0.00	\$0.00	\$25,000.00
SOUTH BLUE - REPLACEMENT			
10-85-8526			
TOTAL	\$0.00	\$0.00	\$0.00
SOUTH BLUE - NEW			
10-95-9590			
SCADA	\$0.00	\$0.00	\$10,000.00
TOTAL	\$0.00	\$0.00	\$10,000.00
COLLECTION - REPLACEMENT			
10-85-8530			
Warriors Mark/Illinois Gulch Slipline	\$0.00	\$0.00	\$200,000.00
Town of Breckenridge 6" to 8"	\$0.00	\$0.00	\$25,000.00
Miscellaneous Extensions/Repairs	\$0.00	\$0.00	\$100,000.00
Vehicle Replacement	\$0.00	\$0.00	\$30,000.00
Mapping	\$1,800.00	\$6,255.00	\$20,000.00
Line Cleaner Pump Replacement	\$0.00	\$0.00	\$10,000.00
TOTAL	\$1,800.00	\$6,255.00	\$385,000.00
COLLECTION - NEW			
10-95-9520			
Chemical Injection I/I Control	\$0.00	\$0.00	\$15,000.00
Miscellaneous Extension-Blue River Phase III	\$0.00	\$16,135.00	\$1,000,000.00
TOTAL	\$0.00	\$16,135.00	\$1,015,000.00
ADMINISTRATION - REPLACEMENT			
10-85-8510			
Equipment Replacement	\$0.00	\$0.00	\$35,000.00
TOTAL	\$0.00	\$0.00	\$35,000.00
GRAND TOTALS	\$16,427.44	\$715,923.72	\$3,690,000.00

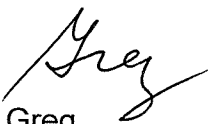
DATE: May 2, 2012

TO: Andrew Carlberg, District Manager

FROM: Greg Brown, Chief Plant Operator

SUBJECT: Treatment plant operations for April, 2012.

1. Total influent flow for the Upper Blue Treatment Facilities was 45.9 million gallons for the month of April. The flow for the previous April was 56.7 million gallons. There was a 10.8 million gallon decrease (19.0%).
2. Influent flow for the Farmer's Korner Treatment facility was 45.9 million gallons for the month of April.
3. Solids loading at Farmer's Korner was down for April from 177,710# to 149,764#. (15.8% decrease).
4. The Farmer's Korner North Plant is on-line and treating wastewater. Glacier is still working on punch-list items and a few warranty items that have occurred. The floors and building issues have not been addressed. We have completed all but a couple of training sessions – the irrigation system and the HV system. The staff is still in the process of fine tuning the treatment systems. We are discharging very good water that meets all discharge permit requirements. Our phosphorus concentration is still around 0.02 parts per million.
5. The staff is in the process of cleaning out the Iowa Hill Treatment Plant.



Greg
cc: file

PLANT STATISTICS - FARMERS KORNER

MONTH	FLOW (MG)			PHOS (LBS)			INF SS (LBS)			SLUDGE (TONS)		
	2010	2011	2012	2010	2011	2012	2010	2011	2012	2010	2011	2012
JAN	33.9	31.2	41.4	4.1	1.9	2.1	163448	132341	201554	49.9	54.5	43.2
FEB	30.7	29.0	38.1	3.1	2.0	2.5	84794	180701	123132	24.3	35.8	35.0
MAR	36.3	35.8	60.6	3.9	2.9	14.4	155910	155768	172780	70.4	59.0	66.1
APR	28.7	35.7	45.9	0.6	1.4	11.0	140701	137501	149764	55.2	46.0	21.5
MAY	28.8	44.3		1.1	0.7		48401	67212		13.2	41.8	
JUN	31.3	30.2		1.2	1.0		42767	72034		36.4	55.6	
JUL	27.4	37.0		2.3	0.9		50175	66111		52.2	62.6	
AUG	26.0	31.2		1.7	2.5		128708	123291		39.6	48.1	
SEP	17.6	20.4		1.4	1.5		37181	87790		25.2	28.3	
OCT	18.2	17.6		0.8	0.7		77049	43008		15.7	20.7	
NOV	19.2	18.2		1.4	1.0		80043	63296		29.5	47.1	
DEC	28.9	30.3		1.1	1.0		138477	76814		46.5	35.4	
TOTAL	327.0	360.9	186.0	22.7	17.5	30.0	1147654	1205867	647230	458.1	534.9	165.8

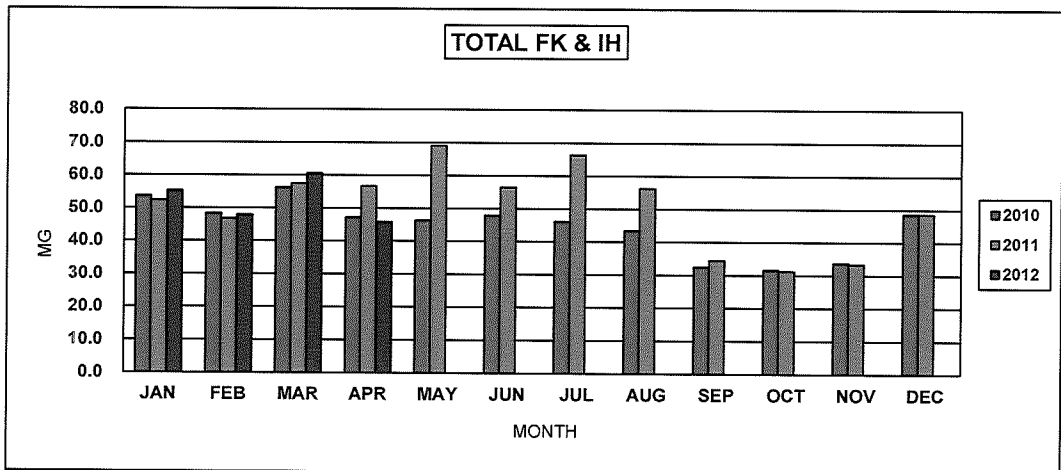
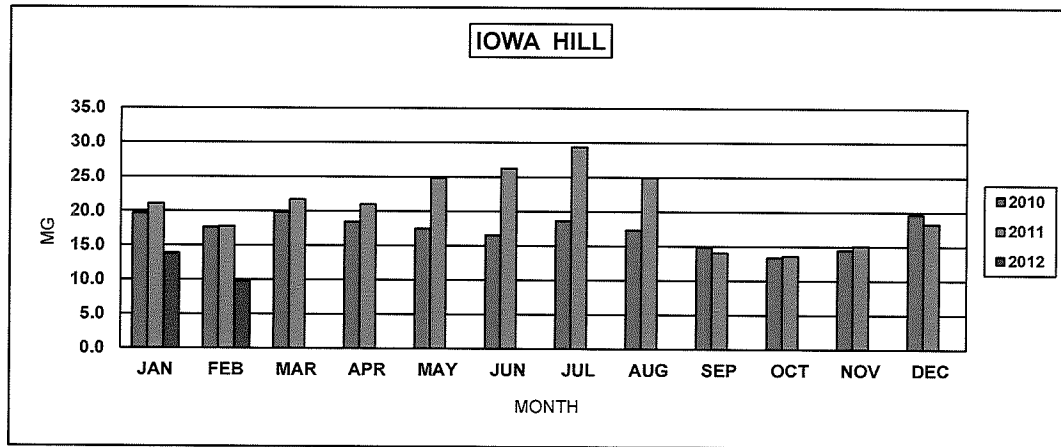
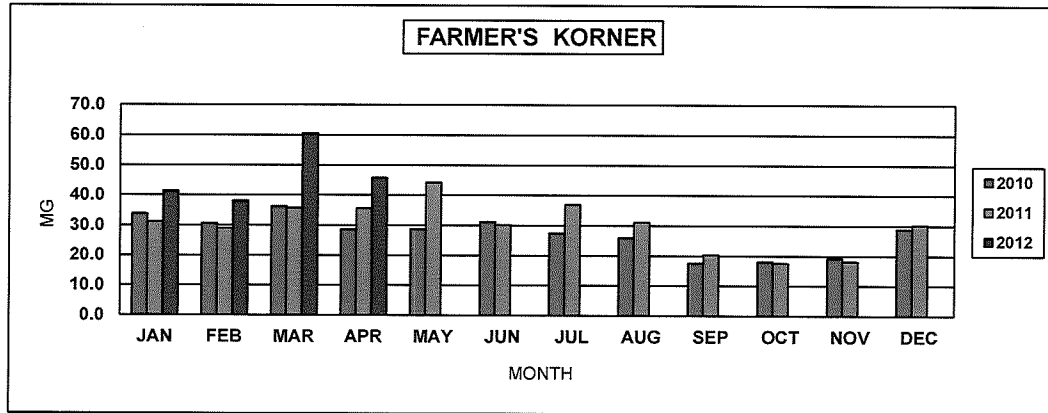
PLANT STATISTICS - IOWA HILL

MONTH	EFF FLOW (MG)			EFF PHOS (LBS)			INF SS (LBS)		
	2010	2011	2012	2010	2011	2012	2010	2011	2012
JAN	19.7	21.1	13.9	2.7	1.8	4.2	50748	86584	36828
FEB	17.7	17.8	9.8	2.9	1.5	2.4	53585	73806	29021
MAR	19.9	21.7	0.0	3.3	2.0	0.0	69125	67754	0
APR	18.5	21.0	0.0	1.9	2.3	0.0	38484	40209	0
MAY	17.5	24.8		2.0	2.3		26866	24633	
JUN	16.6	26.3		4.8	3.7		29572	36937	
JUL	18.7	29.4		2.2	4.3		49902	71311	
AUG	17.4	25.0		2.1	2.0		40950	50532	
SEP	14.9	14.1		1.5	1.6		37846	40282	
OCT	13.4	13.6		1.6	2.2		26909	34260	
NOV	14.5	15.1		1.1	4.0		25263	33498	
DEC	19.7	18.3		1.6	3.7		63962	58386	
TOTAL	208.5	248.2	23.7	27.7	31.4	6.6	513212	618192	65849

PLANT STATISTICS - TOTAL

MONTH	EFF FLOW (MG)			EFF PHOS (LBS)			INF SS (LBS)			SLUDGE (TONS)		
	2012	2011	2012	2010	2011	2012	2010	2011	2012	2010	2011	2012
JAN	53.6	52.3	55.3	6.8	3.7	6.3	214196	218925	238382	49.9	54.5	43.2
FEB	48.4	46.8	47.9	6.0	3.5	4.9	138379	254507	152153	24.3	35.8	35.0
MAR	56.2	57.5	60.6	7.2	4.9	14.4	225035	223522	172780	70.4	59.0	66.1
APR	47.2	56.7	45.9	2.5	3.7	11.0	179185	177710	149764	55.2	46.0	21.5
MAY	46.3	69.1	0.0	3.1	3.0	0.0	75267	91845	0	13.2	41.8	0.0
JUN	47.9	56.5	0.0	6.0	4.7	0.0	72339	108971	0	36.4	55.6	0.0
JUL	46.1	66.4	0.0	4.5	5.2	0.0	100077	137422	0	52.2	62.6	0.0
AUG	43.4	56.2	0.0	3.8	4.5	0.0	169658	173823	0	39.6	48.1	0.0
SEP	32.5	34.5	0.0	2.9	3.1	0.0	75027	128072	0	25.2	28.3	0.0
OCT	31.6	31.2	0.0	2.4	2.9	0.0	103958	77268	0	15.7	20.7	0.0
NOV	33.7	33.3	0.0	2.5	5.0	0.0	105306	96794	0	29.5	47.1	0.0
DEC	48.6	48.6	0.0	2.7	8.7	0.0	202439	135200	0	46.5	35.4	0.0
TOTAL	535.5	609.1	209.7	50.4	52.9	36.6	1660866	1824059	713079	458.1	534.9	165.8

FACILITY FLOW



DATE: April 30, 2012

TO: Andrew Carlberg, District Manager

FROM: Greg Brown, Chief Plant Operator

SUBJECT: Farmer's Korner SCADA Upgrade

The Farmer's Korner South Plant is in need of a complete SCADA system upgrade. The existing system was designed and constructed in 2003. An upgrade was not considered when the North Plant was designed in 2008 and completed in February, 2009. At this time the system was 5 years old and still operating adequately.


The South Plant SCADA system is no longer operating at a satisfactory level. The system fails with almost every power interrupt and will not reboot itself as required. This has become a serious problem with the raw wastewater pumping station (PCM-2) and can sometimes take hours to get the pumps up and running again. The tertiary filter system has also been a problem because the program (PLC-200) is extremely complicated and no longer performs as designed. When the filters backwash, the system and program falters, which is often, and it requires the operator to intervene at both the filter panel and the main control (PCM-100) room to get the filter running.

ICS has provided a proposal (attached) for the upgrade that would be performed independently of the North Plant project. There are 2 options for the filter upgrade. Option #1 is for a program upgrade and Option #2 is for a program and hardware upgrade. Option #2 is recommended because the filter panel hardware (PLC-200) was install in 1997 and can longer be serviced or modified because of age.

The project is expensive, but necessary. The proposal was more than twice what the staff had estimated the cost to be. I believe that it is very important for the programming of the old plant to match the programming of the new plant. At this time the programs are in no way compatible.

The project would be accomplished in August and September, 2012. I am requesting that the \$183,745 be appropriated for the project this year.

Thank you,



Greg
cc: file



Instrument Control Systems, Inc. • 13005 16th Avenue North, Suite 100 • Plymouth, MN 55441
Telephone: 763-559-0568 • Fax: 763-559-2187 • Web: www.icshealyruff.com

3/26/2012

To: Greg Brown
Re: Upper Blue Sanitation District - Farmers Korner SCADA Upgrade

Attached is our proposal for equipment and services for the subject project.

This Project will be a SCADA upgrade to update the existing non-ICS iFix screens that were written by EPPI for the east-west plant.

This is based on our SCADA review conference and all applicable as-built drawings provided. In attempt to address all issues we are providing line item breakout pricing to give a basis of pricing. Pricing is provided as firm pricing assuming all work is taken. If ala-carte pricing is chosen then we will need to re-evaluate the scope of work to make sure we have all materials and labor covered since one item affects the other. For example historian tag counts are adequate and/or materials required, etc.

For the Historian tag counts we have an estimated count required and we are doubling the count to be certain that we have present and future needs accounted for.

We have including time to test the functionality of existing equipment to wring out the bugs of operation. We will need one of your operators to run around the plant to assist Brad to be the eyes and ears monitoring the equipment to assist him with potential issues in debugging.

For a rough approximation we are weighting the following areas for our labor estimate.

PCM-1 and PCM-100 ~ 25%
PCM-2 ~ 25%
PCM-4 ~25%
PLC-300, Centrifuge, Polymer and balance of plant ~25%

Should you have any questions or require additional information concerning this quotation please contact me at (763)-559-0568.

Sincerely,
Michael Voelker

A handwritten signature in black ink, appearing to read "Michael Voelker", is written over a horizontal line.

BILL OF MATERIALS

1. PCM-1

- A. **Process Equipment:** House Service Pumps & Backwash Pumps
- B. **Materials:**
- C. PLC – Reprogram ControlLogix PLC (40 Hours)
- D. HMI – (50 Hours)
 - 1. New Graphic Screens
 - 2. Alarm Logging
 - 3. Historian Tags (6x2) 5-pumps and 1-flow
- E. Programming Startup (24 Hours)

2. PCM-100 (Master Controller – KON)

- A. **Process Equipment:** Five Filters, Flow Pacing and Iowa Hill Monitoring
- B. **Materials:**
- C. PLC – Reprogram ControlLogix PLC (80 Hours)
- D. HMI – (50 Hours)
 - 1. New Graphic Screens
 - 2. Alarm Logging
 - 3. Historian Tags (20x2)
- E. Programming Startup (40 Hours)

3. PCM-2 (Headworks, Influent and West Plant Control)

- A. **Process Equipment:** (3) Raw Water Intake Pumps, (3) RAS, (2) WAS, (2) Clarifiers
- B. **Materials:**
- C. PLC – Reprogram ControlLogix PLC (80 Hours)
- D. HMI – (50 Hours)
 - 1. New Graphic Screens
 - 2. Alarm Logging
 - 3. Historian Tags (15x2) 10-motors and 5 misc flows, etc
- E. Programming Startup (40 Hours)

4. PLC-200 (Filter Control Panel)

- A. **Process Equipment:** Five Filters
- B. **Materials:**
 - 1. Remove Panelview 1400E and replace with coverplate
 - 2. Install wireless access point for iPad coverage of area
 - 3. Remove DH+ cabling and replace with Cat5e wiring for PLC communications to new switch.
(Wiring done by others)
 - 4. **Option #1** – Re-use existing SLC PLC and put in communication adapter cards
 - A) (2) 1747-AENTR comm cards
 - B) (1) N-Tron 7018FX2-SC Ethernet Switch
 - C) (2) N-Tron 70NTSFP-SX SFP Adapters
 - 5. **Option #2** – Replace PLC with ControlLogix to match your current standard PLC platform
 - A) (2) 1756-A10 Chassis
 - B) (1) 1756-PA72 Power Supply
 - C) (1) 1756-L61 PLC
 - D) (2) 1756-EN2T Ethernet Comm Card
 - E) (3) 1756-IA16I 16 Channel Discrete Input Card
 - F) (2) 1756-OW16I 16 Channel Discrete Output Card
 - G) (2) 1756-IF8H 8 Channel Analog Input Card
 - H) (2) 1756-OF6CI 6 Channel Analog Output Card
 - I) (2) 1756-N2 Slot Filler
 - J) (4) 1756-TBCH Removable Terminal Block Assembly – 36Pin
 - K) (5) 1756-TBNH Removable Terminal Block Assembly – 20Pin
 - L) (1) N-Tron 7018FX2-SC Ethernet Switch
 - M) (2) N-Tron 70NTSFP-SX SFP Adapters

ICS Proposal # 20110328

Page 2 of 6 – 3/26/2012 10:17 PM

- C. PLC – Reprogram PLC (40 Hours)
- D. HMI – (50 Hours)
 - 1. New Graphic Screens
 - 2. Alarm Logging
 - 3. Historian Tags (5x2) 5-flows
- E. Programming Startup (40 Hours)
- F. Panel Modification Rewiring Labor

5. Centrifuge and Polymer Feed Systems

- A. **Process Equipment:** PCM-300, Centrifuge and Polymer Feed
- B. **Materials:**
- C. PLC – Reprogram ControlLogix PLC (24 Hours)
- D. HMI – (40 Hours)
 - 1. New Graphic Screens
 - 2. Alarm Logging
 - 3. Historian Tags (30x2)
- E. Programming Startup (16 Hours)
- F. No Documentation currently exists for this equipment.

6. PCM-4 (East Plant, Polymer, Sludge System and Blowers)

- A. **Process Equipment:** (7) Blowers, (4) Sludge pumps, (3) RAS, (2) WAS, (2) Thickened Sludge pumps
- B. **Materials:**
- C. PLC – Reprogram ControlLogix PLC (80 Hours)
- D. HMI – (90 Hours)
 - 1. New Graphic Screens
 - 2. Alarm Logging
 - 3. Historian Tags (20x2) 7-blowers, 11-Pumps, 2-flows
- E. Programming Startup (40 Hours)

7. PCM-7 (Odor Control and Decant)

- A. **Process Equipment:** (2) Odor Control Blowers and Decant
- B. **Materials:**
- C. PLC – Reprogram ControlLogix PLC (40 Hours)
- D. HMI – (24 Hours)
 - 1. New Graphic Screens
 - 2. Alarm Logging
 - 3. Historian Tags (4x2) 2 blowers and misc
- E. Programming Startup (24 Hours)

8. Historian (Data Logging License)

- A. (2) 100 tag count with collector redundancy option and global care.
 - 1. PCM-1 (12 tags)
 - 2. PCM-100 (40 tags)
 - 3. PCM-2 (30 tags)
 - 4. PLC-200 (10 tags)
 - 5. Centrifuge and Polymer (60 tags)
 - 6. PCM-4 (40 tags)
 - 7. PCM-7 (8 tags)

Breakout pricing for each Item listed above.

PCM-1	\$	14,260.00
PCM-100	\$	21,633.00
PCM-2	\$	21,633.00
PLC200 (Option #1)	\$	38,884.00
PLC200 (Option #2)	\$	55,411.00
Centrifuge and Polymer	\$	9,933.00
PCM-4	\$	26,300.00
PCM-7	\$	11,227.00
Historian	\$	6,848.00
Travel Expenses**	\$	16,500.00

** Included are 10 trips for startup services and any debugging issues that may arise.

Memo: Collection System Report for the month of April

To: Andy Carlberg – District Manager

From: Wally Esquibel – Collection System Foreman

Date: May 3, 2012

1. No backups reported for the month of April.
2. Summer line-cleaning schedule is set as soon as Iowa Hill is off-line and clean.
3. District personnel continue to monitor all lift-stations checking for infiltration.
4. We will be replacing three individual lift-stations: Snow-Storm, Shadows, and Blue Ridge.
5. Slip-lining at Independence and Illinois Gulch will be completed Friday, May 4th stopping considerable infiltration.
6. After twelve years of heavy use our line-cleaner was in need of a new high pressure pump and was replaced
7. Locates are on the rise: Ninety-two for the month of April, of which, eight were “meets” and ten were “actual”.
8. Service-line inspection, fleet maintenance, and locates are all up to date.

MANAGER REPORT

5-2012

Board vacancy- With the cancellation of the election due to the lack of candidates, we must now appoint someone to fill one vacant seat. The Board has 60 days to make the appointment. If the Board fails to fill the position the responsibility then falls on the County Commissioners.

I would recommend that the Board advertise the vacancy and request letters of interest. I would then recommend that the Board interview all the candidates then make the decision. This could be during a special meeting sometime within the next month or the Board could interview during the June work session. If the Board chooses to interview I would estimate the process could take 2-3 hours dependent on the number of candidates.

Main Line repair- We recently hired TES to slip line nearly 1000 ft of main with a relatively new technology called "Fold and Form." This process does not only line the inside of the main but actually creates a new, stronger pipe from within. The project was a success and we will be utilizing this technology in similar situations.

Rec Path from Breckenridge to Fairplay- I have been invited to attend the Stakeholder meeting for Planning Grant, Recreational Pathway from Breckenridge to Fairplay. Since we have several easements along the proposed route we would need to be a part of the discussion. I will keep the Board informed as the concept develops.