

DONALA WATER AND SANITATION DISTRICT
Regular BOARD MEETING AGENDA
November 18, 2021

MEETING TIME & PLACE:

1:30 P.M.

DONALA WATER & SANITATION DISTRICT
15850 HOLBEIN DRIVE, COLORADO SPRINGS, CO 80921

BOARD MEMBERS: Ed Houle
 Wayne Vanderschuere
 Kevin Deardorff
 Bill George
 Ed Miller

STAFF: Jeff Hodge
 Tanja Smith
 Christina Hawker
 Mike Boyett

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Public Comment on Items not on the Agenda
5. Minutes from October 21, 2021, Regular Meeting
6. Financial Reports
7. Action Items:
 - a. Budget Revision
 - b. Resolution 2021-6 Amending the Donala Personnel Policy
 - c. Resolution 2021-7 Amending User Fee Due Date
 - d. Resolution 2021-8 Absorbing Customer Credit Card Fees
 - e. CSU Contract Extension
8. Manager's Report
9. Status of Operations
 - a. Water
 - b. Wastewater
10. Public Comment
11. Adjourn.

DONALA WATER AND SANITATION DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
OCTOBER 21, 2021

The Board of Directors of the Donala Water and Sanitation District met in regular session at the District's office, 15850 Holbein Dr., El Paso County, Colorado on October 21, 2021 at 1:30pm.

Directors Present: Ed Houle (absent)
Wayne Vanderschuere
Kevin Deardorff
Bill George (absent)
Ed Miller

Staff Present: Jeff Hodge
Christina Hawker
Tanja Smith

Consultants Present: Brett Gracely (LRE)
Joel Barber (LRE)
Roger Sams (GMS)

Guests: Jackie Burhans (OCN)
James Howald (OCN)

Vice President Vanderschuere called the meeting to order at 1:30pm. Directors Houle and George excused.

Approval of Agenda:

- Approved.

Public Comment Non-Agenda Items:

- None.

Review of Minutes:

- Minutes from September 2021 Board Meeting accepted
 - Miller motioned to approve, Deardorff second, all aye.

Review of Financial Statements and Check Summaries:

- Donala revenue at 13.83% and expenses at 38.42%.
- Waste Plant revenue at 40.28% and expenses at 37.67%.
- General Fund return is 0.12%.
 - Deardorff motion to accept, Miller second, all aye.

LRE Well Study:

- Was concerning – 3A is down, on Oct. 9 & 10, 2 more wells went down. 2A the pump failed and it has significant corrosion. Hydro Resources pulled 2A and 2D, they will be videoed on the 26th to see what shape they are in.
- LRE recommends we drill 2 new wells, one Denver and one Arapahoe. Cost is approximately \$4 million.
- We have Timberline looking at updating the antiquated electronics on the wells.

- The wells have not been looked at in approximately 10 years to see what condition they are in.
- Joel with LRE reviewed the wells, said the water is aggressive to steel and is corroding the wells as well as allowing bacteria growth. 2A was heavily corroded with bacteria. New wells will be stainless steel below the water table. Currently 4 wells are not operational.
- LRE will work together with GMS to design 2 new wells and select locations, as well as determine if we should drill new or re-drill an existing well.
 - 3A is an easy re-drill, it's also a high producer and is low in radium.
 - 3D is low yield.
 - 13D and 7D we may be able to relocate. Will be more expensive as there are homes all around them now.
 - For clarification: re-drilling is technically a new drill, just using a current permit.
- Hodge asked Board to approve task order for LRE to design, construct and commission new wells. Miller motion to approve, Deardorff second, all aye.

Radium Update:

- The last test at the Holbein plant has increased, however this plant has been shut down as of October 1st. The entire District is being serviced by the R. Hull plant, which has not exceeded the EPA limit for Radium.
- Holbein filters will be replaced and we may try "green sand" to grab the radium so it can be removed.
- GMS and Corona are available to work the radium issue. Board agrees to move forward with both companies to run parallel processes so that we may have something in place by May 2022, which is when we will need the Holbein plant in order to keep up with customer demand.

2022 Budget:

- Funding balance start is \$12 million.
- Water sales 3% increase.
- Possibly raise base fee 4 1/2 % to cover aging infrastructure repairs.
- Installation fees down, not as many lots available.
- Property tax will lower in 2023, need to prepare for that now.
- Chemicals and testing will increase.
- Repair and Maintenance – we have removed the capital items that used to be located under this category
- Engineering will increase.
- Salary has gone down, 2 positions that were high paying positions, will not be filled going forward.
- Capital will increase due to wells and radium.

Forest Lakes Contract:

- Recommend we sever current contract due to manning. With the problems we have here at Donala we cannot afford to keep a full time employee at the Forest Lakes plant. Have had an ad out for an operator since June and have not had any valid applicants. Will send 60 day termination notice. Deardorff motion to accept, Miller second, all aye.

Pikes Peak Regional Water Authority (CSU Loop):

- The participants working with the consultants have refined the possible options to two: Diversion and storage in Big Johnson or Calhan Reservoir. Now the consults will work to refine those options, piping and treatment options.

County Loop:

- The consult has been meeting with the group to refine the routing of the water line. It is still anticipated that the study be complete by the end of 2021.

Northern Water Delivery Line:

- Triview held a public meeting at Fox Run Park on Sat., Oct. 16th to gather feedback from the community on their design routing the water line through the park.

North Monument Creek Interceptor (NMCI):

- Proposed updated design contract crafted by Triview is attached. Recommend to discuss in Executive Session and provide staff with direction for further negotiations.

Status of Operations:

- Water Report:
 - District consumed 33.740 million gallons in August.
 - 20.315 from our wells and 13.425 from Willow Creek Ranch delivered by CSU.
 - Wastewater Treatment Plant received 11.367 million gallons of water as influent, the remaining amount, 22.373 MG, or 68% was used for outside watering.
- Water Meter Upgrade and Replacement:
 - The completion date for this project is October 2021. As of today, 1,502 meters/transmitters have been installed.
- Wastewater Report:
 - UMCRRWWTF continues to produce a good quality effluent that exceeds all State discharge permit standards
 - Biosolids were found to be above the TENORM exempt level of 5 pCi/gm – a pCi is one trillionth of a curie. We believe the level is within an acceptable range for land application. We will test again later this month.
 - Our average biosolids test results for Radium 226 was 8.6 pCi/g-dry and for Radium 228 was 9.9 pCi/g-dry.
 - BOD5 resulted in 99% removal.
 - Total Suspended Solids results = 98% removal.
 - Completed work project by staff consisted of:
 - UVAS/UVT probe has been removed and sent to HACH for its annual rebuild and bench test.
 - Cleaned Disinfection Equalization Basin (DEB).
 - Cracked scum through drain in SBR 2 was repaired.
 - Tested #2 SBR tank drain for proper operation in preparation to put this unit on-line to drain #3 SBR for equipment rotation.
 - Aaron and Amy have started cross training program.
 - Plant H2O wet-well was cleaned and returned to service.
 - Staff disassembled, cleaned and rehabbed the 30ft mag hydroxide chemical tank delivery fill line.

Additional Comments:

- None.

Meeting adjourned to executive session C.R.S. § 24-6-402(4)(e)(i) at 2:50pm.

Meeting adjourned out of executive session with no reportable action taken at 3:25pm.

These minutes are respectfully submitted for record by Tanja Smith on October 26, 2021.

16.7%

DONALA WATER & SANITATION DISTRICT
Statement of Revenues and Expenditures - 2021 DONALA SUMMARY
From 1/1/2021 Through 11/2/2021

	Total Budget - Revised	Current Year Actual	Percent Total Budget Remaining - Revised
OPERATING REVENUE			
WATER SALES	3,426,000.00	2,884,250.05	(15.81)%
EFFLUENT SALES	154,500.00	138,905.42	(10.09)%
SEWAGE SERVICE	1,241,411.00	1,083,863.09	(12.69)%
INSTALLATION FEES	15,000.00	18,000.00	20.00%
TAP FEES	170,000.00	180,600.00	6.24%
WATER DEVELOPMENT	65,000.00	78,000.00	20.00%
SEWER DEVELOPMENT	25,000.00	30,000.00	20.00%
PROPERTY TAX	1,971,120.00	1,965,903.64	(0.26)%
AUTO TAX	120,000.00	190,880.18	59.07%
AVAIL. OF SERVICE	8,750.00	9,625.00	10.00%
OPERATING INTEREST	85,000.00	4,056.80	(95.23)%
INVESTMENT INTEREST	45,000.00	31,764.39	(29.41)%
WATER INVESTMENT FEE	40,000.00	48,000.00	20.00%
MISC. REVENUE	50,000.00	62,455.48	24.91%
FL REIM. REVENUE	120,000.00	143,280.59	19.40%
CONTRACT SANITATION	0.00	67,741.51	0.00%
Total OPERATING REVENUE	7,536,781.00	6,937,326.15	(7.95)%
EXPENSES & CAP PROJECTS			
EXPENDITURES			
CHEM/LAB	75,500.00	80,090.04	(6.08)%
REPAIR/MAINTENANCE	466,400.00	220,173.63	52.79%
TRUCK/BACKHOE	220,000.00	61,601.14	72.00%
UTILITIES	320,000.00	368,601.22	(15.19)%
TOOLS AND EQUIPMENT	25,000.00	2,911.49	88.35%
INSPECTION REFUNDS	2,000.00	0.00	100.00%
WASTE PLANT EXPENSES	767,858.00	439,331.60	42.78%
W & P LOAN PAYBACK	356,687.00	313,677.28	12.06%
AUDIT	23,175.00	23,200.00	(0.11)%
RESIDUALS MGMT.	85,000.00	12,572.13	85.21%
INSURANCE	313,114.00	247,717.42	20.89%
LEGAL EXPENSES	50,000.00	26,417.64	47.16%
OFFICE EXPENSES	24,643.00	21,026.40	14.68%
OFFICE EQUIPMENT	10,700.00	0.00	100.00%
TELEPHONE	27,807.00	26,853.86	3.43%
PROFESSIONAL ENGR.	25,000.00	124,334.02	(397.34)%
DISTRICT ENGINEER	10,000.00	48,753.41	(387.53)%

DONALA WATER & SANITATION DISTRICT
Statement of Revenues and Expenditures - 2021 DONALA SUMMARY
From 1/1/2021 Through 11/2/2021

	Total Budget - Revised	Current Year Actual	Percent Total Budget Remaining - Revised
SALARIES	723,081.00	591,684.48	18.17%
PAYROLL TAXES	54,231.00	45,250.11	16.56%
457 PLAN	50,616.00	31,683.22	37.40%
CONTRACT SERVICES	78,445.00	106,216.73	(35.40)%
PUBLICATION	16,000.00	12,084.42	24.47%
FEES, PERMITS, DUES	20,000.00	18,332.05	8.34%
TRAINING	25,000.00	15,062.14	39.75%
INVESTMENT EXPENSES	5,800.00	3,930.32	32.24%
COUNTY TREAS. FEE	30,000.00	29,488.55	1.70%
2020 BOND	320,586.00	321,086.04	(0.16)%
FL REIM. EXPENSE	10,000.00	26,111.65	(161.12)%
MON W & S REIM EXP	0.00	932.79	0.00%
CSU WTR/BOWW	2,111,958.00	1,083,679.27	48.69%
MISCELLANEOUS EXP	14,000.00	4,780.68	65.85%
Total EXPENDITURES	6,262,601.00	4,307,583.73	31.22%
CAPITAL PROJECTS			
CAPITAL PROJECTS	3,585,000.00	616,620.77	82.80%
WATER RIGHTS	60,000.00	0.00	100.00%
Total CAPITAL PROJECTS	3,645,000.00	616,620.77	83.08%
Total EXPENSES & CAP PROJECTS	9,907,601.00	4,924,204.50	50.30%

SEPTEMBER SPENDABLE	
CAPITAL RESERVE	\$2,334,708
CHECKING	858,132
STRATEGIC PLANNING	1,002,186
OPERATING RESERVE	733,798
DEBT SERVICE FUND	1,250,000
PROPERTY TAX	<u>4,907,358</u>
TOTAL	\$11,086,182

OCTOBER SPENDABLE	
CAPITAL RESERVE	\$2,334,742
CHECKING	990,784
STRATEGIC PLANNING	1,002,200
OPERATING RESERVE	733,809
DEBT SERVICE FUND	1,250,000
PROPERTY TAX	<u>4,930,702</u>
TOTAL	\$11,242,237

DONALA GOVT. - OCT. 2021				
DATE	VENDOR	CK#	AMOUNT	DESCRIPTION
10/01/21	FALCON ENVIRONMENTAL	1357	\$6,058.00	UPGRADE TO 2 LIFT STATIONS
10/01/21	SMITH & LOVELESS	1358	\$542.27	PUMP VAC REPAIR KIT
10/04/21	COLO SPRINGS UTILITIES	1359	\$159.53	GAS THRU 09/27/21
10/04/21	COMCAST	1360	\$114.30	INTERNET@ R HULL THRU 11/03/21
10/04/21	CORE & MAIN	1361	\$517.80	ROLL SWELLSTOP FOR MANHOLES
10/04/21	CYBERBASEMENT	1362	\$40.00	NOVEMBER WEBSITE MAINTENANCE
10/04/21	JOHN DEERE FIN	1363	\$149.13	KEY RING, BROOM, CLOTHING ALLOWANCE
10/04/21	PUEBLO BEARING	1364	\$19.20	FLOOR DRY
10/04/21	SERVICE MAINTENANCE	1365	\$427.40	UNIFORM MAINTENANCE THRU 09/21/21
10/04/21	TRUST SERVICES	1366	\$500.00	BOND PAYING AGENT FEES
10/04/21	UTILITY NOTIFICATION CENTER	1367	\$117.48	SEPTEMBER 811 CALLS
10/04/21	USIC LOCATING SERVICES	1368	\$1,087.00	SEPTEMBER LOCATE SERVICES
10/04/21	PILOT	ACH	\$97.23	OCTOBER FUEL EXPENSES
10/04/21	MTOT BANKCARD	ACH	\$2,945.22	MTOT BANKCARD OCTOBER
10/05/21	ANSWER-RITE	1369	\$95.20	OCTOBER ANSWERING SERVICE
10/05/21	BOOT BARN	1370	\$504.99	CLOTHING ALLOWANCE
10/05/21	DPC INDUSTRIES	1371	\$3,275.86	CASUTIC SODA & CHLORINE
10/05/21	O'REILLY AUTO PARTS	1372	\$66.51	BLUE DEF, MINI BULB, AIR FILTER
10/05/21	CHASE BANK	ACH	\$289.50	BANK SERVICE CHARGE
10/05/21	CEBT	ACH	\$22,526.58	OCTOBER HEALTH INSURANCE PREMIUMS
10/06/21	DANE FISHER	1373	\$169.85	TITLE CHECK REFUND
10/06/21	TANJA SMITH	1374	\$292.58	SAMS CLUB - OFFICE SUPPLIES
10/07/21	CYBERBASEMENT	1375	\$75.00	FIX ALIGNMENT OF MEETING MINUTE ENTRIES
10/07/21	HAYES POZANOVIC	1376	\$810.00	SEPTEMBER LEGAL
10/07/21	TIMBERLINE	1377	\$2,375.00	WELL PRODUCTION UPDATE
10/07/21	WEX BANK	1378	\$409.27	SEPTEMBER FUEL EXPENSES
10/08/21	AIRGAS	1379	\$76.68	CYLINDER RENTAL ACETYLENE & OXYGEN
10/08/21	COMCAST BUSINESS	1380	\$675.04	FIBER LINE OCTOBER
10/08/21	GOODYEAR COMMERCIAL	1381	\$3,213.29	NEW TIRES FOR BACKHOE
10/08/21	OLSON LANDSCAPE	1382	\$2,356.07	AUGUST & SEPTEMBER LANDSCAPING
10/12/21	CHEETAH PRINTING	1383	\$1,402.25	SEPTEMBER BILLING
10/12/21	FALCON ENVIRONMENTAL	1384	\$6,058.00	INSTALLATION OF LIFT STATION UPGRADES
10/12/21	HPE INC	1385	\$136.00	OCTOBER PREVENTIVE MAINTENANCE
10/12/21	PILOT	ACH	\$344.29	OCTOBER FUEL EXPENSES
10/14/21	LRE WATER	1386	\$30,453.73	AVIC WATER RIGHT/ WELLFIELD EVALUATIONS
10/14/21	PIONEER	1387	\$357.93	TOP SOIL FOR 40 HUNTINGTON BEACH
10/14/21	SPOK INC	1388	\$476.51	4TH QTR - DATA MESSAGING FOR ET SYSTEM
10/14/21	SPRINT	1389	\$517.05	EMPLOYEE CELL PHONES
10/14/21	THE GAZETTE	1390	\$86.20	PRELIMINARY BUDGET NOTICE
10/14/21	WELLS FARGO FINANCIAL	1391	\$157.00	LEASE ON KYOCERA COPIER
10/14/21	CHASE CC	ACH	\$8,594.33	TRASH, BROADBAND, TIRES, SUPPLIES
10/14/21	COLO SPRINGS UTILITIES	ACH	\$149,742.22	WATER DELIVERED SEPT 2021
10/15/21	CDPHE	1392	\$1,708.00	ANNUAL PERMIT #COE007000 - WP
10/15/21	CO DEPT OF LABOR & EMPLOYMNT	1393	\$3,360.00	BENEFIT CHARGES - REIMBURS.
10/15/21	KEYSTONE UTILITY SYSTEMS	1394	\$28,203.60	CELLULAR WATER METER INSTALLATION
10/15/21	LRE WATER	1395	\$25,027.96	WELLFIELD ASSESSMENT
10/15/21	VERIZON WIRELESS	1396	\$159.35	WILLOW CREEK DATA PLAN
10/15/21	HEARTLAND	ACH	\$45,172.45	OCTOBER 15TH 2021 PAYROLL
10/18/21	BLACK HILLS ENERGY	1397	\$117.49	GAS THRU 10/11/21
10/18/21	FALCON ENVIRONMENTAL	1398	\$107.30	WARRANTY VISIT & VOLUTE GASKETS
10/18/21	SMITH & LOVELESS	1399	\$4,667.51	CHECK VALVES FOR FL LIFT STATIONS
10/18/21	PILOT	ACH	\$113.18	OCTOBER FUEL EXPENSES

10/19/21	COMCAST	1400	\$369.96	INTERNET@ MAINTENANCE & HOLBEIN
10/19/21	PIPESTONE EQUIPMENT	1401	\$322.46	SOLENOID VALVE FOR CSU TIE-IN
10/19/21	RADIATION PROS	1402	\$8,390.08	RADIOACTIVE MATERIALS LICENSING
10/19/21	RONNY WRIGHT	1403	\$64.90	CLOTHING ALLOWANCE
10/22/21	SCOTT BENJAMIN	1404	\$106.75	TITLE CHECK REFUND
10/22/21	JEAN BONACK	1405	\$350.00	TITLE CHECK REFUND
10/22/21	JOHN CHILDS	1406	\$500.00	TITLE CHECK REFUND
10/22/21	ELIZABETH CLANCY	1407	\$772.81	TITLE CHECK REFUND
10/22/21	JAMES COX	1408	\$542.00	TITLE CHECK REFUND
10/22/21	ALVIN CUTTER	1409	\$440.00	TITLE CHECK REFUND
10/22/21	E-470 PUBLIC HIGHWAY	1410	\$8.29	DELIVERY OF WATER TESTS
10/22/21	MICHAEL MCCAUSLAND	1411	\$181.00	TITLE CHECK REFUND
10/22/21	PATRICK MENZIES	1412	\$59.22	TITLE CHECK REFUND
10/22/21	MEYER & SAMS	1413	\$5,031.57	PROFESSIONAL SERVICES THRU 08/27/21
10/22/21	DAVID NASH	1414	\$315.74	TITLE CHECK REFUND
10/22/21	TIMBERLINE	1415	\$191.00	DONALA - FL LIFT STATION TOTAL
10/22/21	TYLER WALKER	1416	\$75.60	TITLE CHECK REFUND
10/25/21	GRAINGER	1417	\$1,038.11	ICE MELT, SAFETY GLASSES, GLOVES
10/25/21	MEYER & SAMS	1418	\$12,841.75	PROFESSIONAL SERVICES THRU 08/27/21
10/25/21	STANDARD INSURANCE	1419	\$847.12	DISABILITY - NOVEMBER 2021
10/25/21	TANJA SMITH	1420	\$194.70	EMPLOYEE APPRECIATION
10/27/21	PILOT	ACH	\$129.04	OCTOBER FUEL EXPENSES
10/28/21	ABILA	1421	\$133.17	MIP CLOUD SUBSCRIPTION
10/28/21	CDPHE	1422	\$680.00	DRINKING WATER FEE - CO0121175
10/28/21	CO ANALYTICAL	1423	\$5,109.20	WATER TESTS DATED 10/04/21
10/28/21	COMCAST BUSINESS	1424	\$482.31	PHONE BILL (719) 488-3603
10/28/21	PIONEER	1425	\$235.80	MULCH FOR LANDSCAPING
10/28/21	COLORADO CLEANING	1426	\$321.50	JANITORIAL SERVICES NOVEMBER
10/28/21	TIMBERLINE	1427	\$21,430.00	HOLBEIN MAIN CONTROL PANEL
10/28/21	MARY KAY WIGGER	1428	\$122.93	TITLE CHECK REFUND
10/29/21	COLLINS COCKREL & COLE	1429	\$9,353.14	GENERAL COUNSEL JULY
10/29/21	FRONTIER IT	1430	\$2,147.00	MONTHLY BILLING NOVEMBER
10/29/21	HEARLTAND	ACH	\$45,387.67	OCTOBER 29TH 2021 PAYROLL

DONALA WATER & SANITATION DISTRICT
Statement of Revenues and Expenditures - 2021 WASTE PLANT EXEC SUMMARY
From 1/1/2021 Through 10/31/2021

	Total Budget - Revised	Current Year Actual	Percent Total Budget Remaining - Revised
OPERATING REVENUE			
PD-DONALA	767,858.00	439,331.60	(42.78)%
FOREST LAKES O & M PAYMENTS	90,704.00	68,408.47	(24.58)%
TRIVIEW O & M PAYMENTS	705,303.00	510,672.50	(27.60)%
Total OPERATING REVENUE	<u>1,563,865.00</u>	<u>1,018,412.57</u>	<u>(34.88)%</u>
EXPENSES & PROJECTS			
EXPENDITURES			
CHEMICAL AND LAB	145,200.00	88,063.39	39.35%
REPAIR/MAINTENANCE	183,600.00	43,742.04	76.18%
TRUCK/MOWER EXP.	2,000.00	908.99	54.55%
UTILITIES	338,900.00	258,678.45	23.67%
CONTRACT SERVICES	31,700.00	26,361.93	16.84%
BIOSOLIDS HAULING	105,240.00	72,474.48	31.13%
TOOLS AND EQUIP.	5,000.00	591.58	88.17%
INSURANCE	111,000.00	107,584.79	3.08%
OFFICE EXPENSE	3,400.00	1,128.60	66.81%
TELEPHONE	6,600.00	7,460.04	(13.03)%
DISTRICT ENGINEER	26,525.00	8,004.90	69.82%
SALARIES	407,300.00	339,742.99	16.59%
PAYROLL TAXES	30,550.00	25,990.45	14.92%
457 PLAN	27,250.00	17,659.37	35.19%
TRAINING	10,000.00	6,933.95	30.66%
FEES, PERMITS	19,000.00	10,050.75	47.10%
PUBLICATION	600.00	0.00	100.00%
MISCELLANEOUS	2,000.00	749.04	62.55%
LEGAL EXPENSE	3,000.00	0.00	100.00%
AFCURE	50,000.00	27,593.78	44.81%
Total EXPENDITURES	<u>1,508,865.00</u>	<u>1,043,719.52</u>	<u>30.83%</u>
Total EXPENSES & PROJECTS	<u>1,508,865.00</u>	<u>1,043,719.52</u>	<u>30.83%</u>

WASTE PLANT - OCT. 2021				
<u>DATE</u>	<u>VENDOR</u>	<u>CK#</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
10/01/21	LINCOLN LFG	ACH	\$1,969.20	457 PLAN SEPTEMBER 30, 2021
10/01/21	ACZ LABORATORIES	1164	\$625.28	BASELINE DATED 9/15/21
10/01/21	FOREST LAKES	1165	\$131.39	SEPTEMBER POTABLE WATER
10/01/21	MASTER QUALITY CARTS	1166	\$26.96	GOLF CART BED LATCH ASSEMBLY
10/01/21	SEACREST GROUP	1167	\$2,130.00	WET TEST BIOMONITORING
10/01/21	USA BLUE BOOK	1168	\$620.34	WIKA SUBMERSIBLE TRANSMITTER
10/04/21	REXEL OF AMERICA	1169	\$29.20	HOLE COVER FOR CONDUIT AT EFF FLUME
10/04/21	SERVICE UNIFORM	1170	\$426.40	UNIFORM MAINTENANCE THRU 09/21/21
10/05/21	RAMPART PLUMBING	1171	\$5.54	NIPPLE EXTENSION FOR SUMP PUMP
10/06/21	GARRISON MINERALS	1172	\$5,175.97	MAGNESIUM HYDROXIDE SLURRY
10/06/21	TANJA SMITH	1173	\$108.74	SAMS CLUB - OFFICE SUPPLIES
10/07/21	DENALI WATER	1174	\$763.00	SLUDGE HAULS 09/28/21
10/07/21	LAW FIRM OF CONNIE KING	1175	\$850.00	PROFESSIONAL SERVICES SEPTEMBER
10/07/21	WEX BANK	1176	\$21.09	SEPTEMBER FUEL EXPENSES
10/08/21	ACZ LABORATORIES	1177	\$394.83	NONYLPHEN & MONTHLY COMPLIANCE
10/14/21	DENALI WATER	1178	\$1,567.97	SLUDGE HAULS WEEK ENDING 10/08/21
10/14/21	MEYER & SAMS	1179	\$349.20	PROFESSIONAL SERVICES THRU 06/25/21
10/14/21	WASTE MANAGEMENT	1180	\$1,885.22	SEPTEMBER SCREENINGS HAUL
10/15/21	CDPHE	1181	\$7,529.00	CLEAN WATER & PRETREATMENT PERMITS
10/18/21	LINCOLN LFG	ACH	\$2,125.48	457 PLAN SEPTEMBER 15, 2021
10/18/21	CENTURY LINK	1182	\$212.96	INTERNET@ WASTE PLANT
10/19/21	AMERIGAS INC	1183	\$3,569.85	PROPANE IST, 2ND, 3RD, & 4TH TANKS
10/19/21	SPRINT	1184	\$365.30	EMPLOYEE CELL PHONES
10/22/21	TIMBERLINE	1185	\$1,363.60	MICROSOFT OFFICE CORRUPTING IFIX
10/25/21	DENALI WATER	1186	\$839.30	SLUDGE HAULS WEEK ENDING 10/15/21
10/25/21	STANDARD INSURANCE	1187	\$458.89	DISABILITY - NOVEMBER 2021
10/25/21	USA BLUE BOOK	1188	\$504.40	PH BUFFER/ ORION SEALED TRIODE
10/28/21	VOID	1189		VOID
10/28/21	VOID	1190		VOID
10/28/21	VOID	1191		VOID
10/28/21	ACZ LABORATORIES	1192	\$147.54	EFFLUENT TESTS DATED 10/13/21 (MERCURY)
10/28/21	BATTERIES PLUS BULBS	1193	\$359.90	REPLACEMENT BATTERIES FOR GENSET #1
10/28/21	DENALI WATER	1194	\$769.60	SLUDGE HAULS WEEK ENDING 10/22/21
10/28/21	SPRINGS FASTENER	1195	\$10.02	SCREWS FOR NEMA 4X ENCLOSURES
10/28/21	COLORADO CLEANING	1196	\$223.50	JANITORIAL SERVICES NOVEMBER
10/28/21	MOUNTAIN VIEW	ACH	\$21,502.00	OCTOBER ELECTRIC
10/29/21	CO ANALYTICAL	1197	\$60.00	TOTAL RECOVERABLE METALS
10/29/21	FRONTIER IT	1198	\$1,025.00	MONTHLY BILLING FOR NOVEMBER
10/29/21	REX TIRE INC	1199	\$753.00	NEW TIRES FOR 2010 FORD RANGER

CHANDLER INFORMATION:

OCTOBER 2021

GENERAL FUND: \$2,619,479 (invested) Market Value
\$ 823,138 (Colorado State Bank)
Next Maturity Date: 01/11/2022
\$150,000
BV RETURN: 0.18%

RESOLUTION NO. 2021-6

**A RESOLUTION OF THE DONALA WATER AND SANITATION DISTRICT
AUTHORIZING CHANGES TO THE PERSONNEL POLICY**

WHEREAS, Donala Water and Sanitation District, in El Paso County, Colorado (the "District") is a quasi-municipal corporation and a political subdivision duly organized and existing as a special district under the laws of the State of Colorado; and

WHEREAS, as set forth in the District's Personnel Policies, District staff requests changes to said policy.

THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DONALA WATER AND SANITATION DISTRICT, COLORADO, to approve of noted changes to District Personnel Policy.

This Resolution shall take effect upon adoption.

ADOPTED AND APPROVED on this 18th day of November, 2021.

DONALA WATER AND SANITATION DISTRICT,
COLORADO

By _____
President Edward Houle

ATTEST:

By _____
Secretary Kevin Deardorff

RESOLUTION NO. 2021-7

**A RESOLUTION OF THE DONALA WATER AND SANITATION DISTRICT
AUTHORIZING CHANGES TO AMEND THE USER FEE DUTE DATE**

WHEREAS, Donala Water and Sanitation District, in El Paso County, Colorado (the "District") is a quasi-municipal corporation and a political subdivision duly organized and existing as a special district under the laws of the State of Colorado; and

WHEREAS, the current due date is the 20th of each month, District staff requests that the due date be the 24th of each month, with a penalty assessed on balances on the 30th of each month, or in the case of February, the last day of said month.

THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DONALA WATER AND SANITATION DISTRICT, COLORADO, to approve of noted changes to District billing due date.

This Resolution shall take effect upon adoption.

ADOPTED AND APPROVED on this 18th day of November, 2021.

DONALA WATER AND SANITATION DISTRICT,
COLORADO

By _____
President Edward Houle

ATTEST:

By _____
Secretary Kevin Deardorff

RESOLUTION NO. 2021-8

**A RESOLUTION OF THE DONALA WATER AND SANITATION DISTRICT
AUTHORIZING DISTRICT ABSORBING CREDIT CARD PAYMENT FEES**

WHEREAS, Donala Water and Sanitation District, in El Paso County, Colorado (the "District") is a quasi-municipal corporation and a political subdivision duly organized and existing as a special district under the laws of the State of Colorado; and

WHEREAS, credit card fees assessed by the card companies, are currently paid by the customer, District staff requests that the District pay those fees starting in January 2022.

THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DONALA WATER AND SANITATION DISTRICT, COLORADO, to approve of District payment of all associated credit fees.

This Resolution shall take effect upon adoption.

ADOPTED AND APPROVED on this 18th day of November, 2021.

DONALA WATER AND SANITATION DISTRICT,
COLORADO

By _____
President Edward Houle

ATTEST:

By _____
Secretary Kevin Deardorff

Donala Water & Sanitation District
Manager's Report
November 18, 2021

Radium Removal: District staff and consultants have met on several different days to make the initial review of the facilities and water quality data to make future recommendations on the appropriate removal technology.

Holbein Upgrades: Staff is working on SCADA upgrades; Filter media replacement and filter tank rehabilitation plans for the winter months. Some of the SCADA upgrades were already planned. The other upgrades are part of our plan to both ensure that we get another 20 plus years of service out of the filter and plant and have everything as "new" as possible as we also address the Radium Removal at the plant. We anticipate having everything cack online by the beginning of irrigation season, i.e., May 2022.

Pikes Peak Regional Water Authority (CSU LOOP): The consults are working to develop some primary cost estimates for the two options, piping and treatment options. At this time I don't think we will have a final report until February 2022.

County Loop: The Loop Group met Nov. 15th. We agreed to submit an application for funding to the county as part of their first round of AFP funding. We agreed to undertake outreach to our local, state and federal representatives to make them aware of our project.

Northern Water Delivery Line: Nothing new to report.

Northern Monument Creek Interceptor (NMCI): Nothing new to report.

Water Report

Water Production and Delivery: The District produced 22.365 million gallons in the month of October. Of that water 16.324 million was pumped from our wells and the additional 5.724 million of Willow Creek Ranch water delivered to us by CSU. The wastewater treatment plant received 11.513 million gallons of that water as influent. The remaining amount of 10.852 million gallons, or 49%, was used for outside watering.

After reviewing the videos of Well 2A and 2D the District will have these two wells cleaned and new pipe and pump and motors installed. We are waiting for a price and estimated time of install from Hydro Resources. We are also working with Hydro to have up to four additional wells inspected as soon as possible.

All the water tanks in the District have been inspected above the water line. We are waiting for the final report. There was corrosion issues found.

Water Meter Upgrade and Replacement: The completion date for this project has been moved to the end of December 2021 due to delays in product delivery. To date 1575 water meters and/or transmitters have been installed. We have 300 upgraded endpoints to be delivered in early December to be changed and 300 meter/transmitter installations remaining.

GMS, INC.
CONSULTING ENGINEERS
611 NORTH WEBER, SUITE 300
COLORADO SPRINGS, COLORADO 80903-1074

TELEPHONE (719) 475-2935
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ROGER J. SAMS, P.E.
JASON D. MEYER, P.E.
DAVID R. FRISCH, P.L.S.

THOMAS A. McCLERNAN, P.E.
MARK A. MORTON, P.E.
KEN L. WHITE, P.L.S.

MEMORANDUM via Electronic Mail

TO: Board of Directors
Mr. Jeff Hodge, General Manager
Mr. Ross Robinson, Water Operator
Donala Water & Sanitation District

DATE: November 15, 2021

FROM: Tom McClernan, P.E.
Roger Sams, P.E.
GMS, Inc.

RE: Radium Control
Project Status Reporting

The following are provided for background and process going forward for effecting radium control in the District's finished water supply.

A. GMS, Inc. – Radium Control with Water Treatment Process Modifications

1. Piloting for radium reduction using pre-formed hydrous manganese oxide (HMO)
 - a. Obtain HMO for water testing; supply arranged with Tonka Water/Kurita America, Inc. October 20, 2021; shipment confirmed November 9, 2021 and delivery not confirmed
 - b. Conduct jar tests to demonstrate HMO effectiveness; arranged with UMCR WWTF laboratory and personnel
 - c. Prepare HMO Pilot and Sampling Plan with Tonka and DWSD staff for zero discharge into potable system without CDPHE review and approval
 - d. Install necessary HMO feed equipment and waste equipment for the pilot testing
 - e. Conduct HMO pilot testing and sampling with Tonka pilot technician onsite; with zero discharge.
 - f. Pilot Report and Recommendations with design calculations and disposal requirements; review and acceptance by DWSD
 - g. CHPHE submittal for process change. Optimistic schedule for submittal and approval by CDPHE is April 2022.
 - h. Prepare equipment and materials procurement for HMO feed system; procurement process can start before CDPHE approval of process change
 - i. Install HMO feed system at Holbein WTP
2. WTP Process Recommendations – Separate effort through DWSD staff
 - a. Alternatives evaluation by Corona Environmental
 - b. Treatment alternative review with DWSD and GMS for recommended WTP upgrades or treatment replacement.

B. FilterTech Systems – Existing Water Treatment Unit Media Evaluation

1. WTP Filter Media Replacement
 - a. Media sampling and testing with facility conference Nov. 4, 2021: Sampling accomplished November 4, 2021; FilterTech samples to be evaluated for gradation, deterioration and other factors. Samples procured by GMS, Inc. collected and submitted to Energy Laboratories, Casper, WY for radiological analyses.
 - b. Proposed media purchase by DWSD
 - 1) GMS, Inc. input on benefits and constraints
2. Media replacement by Garney Construction; service reported to be procured through FilterTech Systems

C. LRE Engineering; GMS, Inc. participation

1. Well Replacement
 - a. Well replacement and upgrade priorities
 - b. GMS, Inc. input as to location and infrastructure opportunities and constraints; in progress as needed
2. Colorado Division of Water Resources (CDWR) permitting conditions, constraints, schedule issues and existing augmentation decree compliance

D. Timber Line Electric and Control

1. WTP control upgrades
 - a. GMS, Inc. process instrumentation and control input
2. Well operations control and sequence development for optimization of surface and groundwater integration.
 - a. Pending short and long term groundwater resource availability and production conditions and constraints

2-YEAR PUMPED VS. BILLED WATER CHART



