

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF LITTLE THOMPSON WATER DISTRICT**

The Board of Directors of Little Thompson Water District (LTWD) met in regular session on Thursday, February 16, 2023. Attendance was as follows:

Board of Directors:

Emily McMurtrey, President, Present – *Attended Via
Conference Call*
Steven Brandenburg, Present – *Presiding Officer*
Larry Brandt, Present
Ryan Heiland, Present
Ed Martens, Present
Bill Szmyd, Present
James J. Walker, Present

Staff in Attendance:

Amber Kauffman, District Manager
Angela Diekhoff, Business Manager
Brad E. Eaton, District Engineer
Ken Lambrecht, Operations Manager
Amanda Hoff, Water Resources
Administrator
Judy O'Malley, Recording Secretary

Other Attendees:

Kevin Burnett, Senior (Sr.) Project Manager of Willdan Financial Services
Carrie Rossman, Water Literate Leaders Program YMCA of the Rockies

CALL TO ORDER

Board Vice-President Steven Brandenburg called the meeting to order at 5:05 p.m. followed by the recitation of the *Pledge of Allegiance*.

ROLL CALL

Roll call was taken. All Directors were present.

AGENDA REVIEW

There were no changes to the agenda.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Vice-President Brandenburg opened the Public Comments period. There were no public comments, and the Public Comments period was closed.

CONSENT AGENDA

It was moved by Director Bill Szmyd, seconded by Director Larry Brandt, to approve the Consent Agenda, including:

- **Minutes of the January 16, 2023, Regular Board Meeting,**
- **Tap List 685,**
- **January 2023 Disbursements in the amount \$2,091,412.88:**
 - ❖ **Operating Account: \$1,699,107.80:**
 - **ACH Manual Check Numbers 4295 to 4361 – \$1,214,114.00,**
 - **Check Numbers 11114 to 11154 – \$484,993.80,**
 - ❖ **Payroll Account: (Two Bi-weekly payroll periods in January) for \$392,305.08:**
 - **ACH Transmittal Vouchers O-2271 to O-2282 – \$248,013.28,**
 - **ACH Direct Deposit Numbers N-12287 to N-12352 – \$143,368.31,**
 - **Live Check Numbers 2110 to 2111 - \$923.49,**
- **January 2023 Financial Report.**

Motion carried unanimously.

DISCUSSION ITEMS

Rate Study Recommendations and Presentation:

District Manager Amber Kauffman, along with Kevin Burnett, Sr. Project Manager of Willdan Financial Services, presented the following information to the Board:

- Willdan has been working with Business Manager Angela Diekhoff and Ms. Kauffman on a rate study to evaluate District monthly rates and the plant investment fee (PIF), to ensure District expenses were covered by the revenue.
 - ❖ Also, to ensure forecasted capital would be covered either by operating revenue, non-operating revenue, or a combination of the two.

- Over the past several years the Board has made the decision to continue to raise monthly rates by Consumer Price Index (CPI) to keep up with expenses in order to avoid large increases in rates all at once.
- The District reviewed and updated the PIF in May of 2020 but did not increase the PIF at the start of 2023 knowing the rate study was going to guide any necessary adjustments.
- Following is a summary of Willdan's findings and recommendations:
 - ❖ The District is operated as an "Enterprise".
 - By law it cannot be supported by taxes.
 - Daily operations are supported by user charges (rates).
 - Capital expansion is supported by PIFs.
 - ❖ The Rate Study was conducted to:
 - Forecast increased demands and costs.
 - Ensure adequate revenue generation.
 - Fund current and future operations.
 - Ongoing system maintenance.
 - Capital expenses.
 - ❖ The Purpose of the Rate Study was to:
 - Distribute costs fairly among all customers/users.
 - Update plant investment fees so growth pays for growth.
 - To gain knowledge of developing trends for expenses and revenues.
 - To gain knowledge of existing and potential capital needs.
 - To meet financial prudence and industry standards.
 - To develop rates that generate sufficient revenue to meet the cost of providing essential services.
 - ❖ Costs are increasing at a faster rate than revenues by system growth alone.
 - Additional revenue is needed to meet increasing costs.
 - Three financial plans were developed around the funding of two major capital projects.
 - ◊ The recommended option was 50% debt funding of projects.
 - ❖ Key Takeaways:
 - Continuing with the same rates does not provide sufficient revenue to sustain current operations.
 - Rate structure can be refined to provide better matching between revenues generated by customer classes and the costs they impose on the system.
 - PIFs should be increased to maintain growth pays for growth objectives.

Discussion throughout the presentation included how the District PIF and rates compare to surrounding water providers, District wholesale rates, how customers who use significantly more water during irrigation season than the rest of the year (typically over-users) cost the District more money in system maintenance than customers who maintain a fairly even usage throughout the year, and that if the Board decides to increase any rates and or fees rate hearings will have to be scheduled.

Following further discussion, **it was moved by Director Szmyd, seconded by Director Ed Martens, to approve a 5% increase in PIF effective in June 2023, and a 10% increase in PIF that will be effective in January of 2024. Motion carried unanimously.**

Mr. Burnett advised the Board that he will prepare a formal report on Willdan's findings.

Census Evaluation, "Know your Customer":

District Manager Kauffman presented the following information to the Board:

- Staff were requested to obtain demographic information on District customers by the Board and the new marketing group, WildRock.
 - ❖ Understanding customer demographics can assist in obtaining funding for District projects as well as finding the best way to reach customers with important messages.
- The data was provided by the Department of Local Affairs (DOLA) using the District service area boundary map and removing the towns of Milliken and Johnstown.
 - ❖ Due to the complexity of the District service area the data is not exact but close enough to provide perspective.
 - ❖ Population and Housing Units are available at the block level from the 2020 Census.
 - 2020 District Population - 20,450
 - ◊ Hispanic - 1,744
 - ◊ White Non-Hispanic (NH)- 17,507

- ◇ Black NH - 56
- ◇ American Indian NH - 67
- ◇ Asian NH - 214
- ◇ Pacific Islander NH - 5
- ◇ Other NH - 100
- ◇ Multi Race NH - 757
- ◇ 2020 District Housing Units - 8,121
- Other data is taken from block groups from the 2017-2021 American Community Survey.
 - ◇ Under 18 - 22.6%
 - ◇ Between 18 and 65 – 57.8%
 - ◇ Over 65 - 19.6%
 - ◇ Median Age – 46
 - ◇ Male - 49.3%
 - ◇ Female - 50.7%
 - ◇ District Median Household Income - \$104,249
 - ◇ Weld County Median Household Income - \$80,843
 - ◇ Larimer County Median Household Income - \$80,664
 - ◇ Colorado Median Household Income - \$80,184

Carter Lake Filter Plant (CLFP):

District Manager Kauffman presented the following information to the Board:

- Projects:
 - ❖ NoCo Engineering estimated the cost to modify the existing basins in the Old North Plant to add contact time for treatment for chlorine dioxide to be \$600,000.
 - NoCo Engineering would like to test two different treatments on the water from Dry Creek Reservoir when there are high levels of taste and odor compounds.
 - The testing would be small scale in the lab and would need to occur later in the year when the taste and odor compounds are at detectable levels.
 - If the tests go well, NoCo Engineering believes that a contractor could be brought on board and complete construction about six months after the decision to move ahead has been made.
 - The process would be a design/build process, with the overall completion of a potential project likely extending into early 2024.
 - Structural repairs will be required before the building can be used for pretreatment.
 - Adapting the Old North Plant to provide additional contact time will be beneficial even after the Pretreatment Plant is completed.
- Dry Creek Reservoir (Reservoir):
 - ❖ Staff started running Dry Creek pumps at 2 MGD on January 24, 2023.
 - ❖ Stantec would like 10 to twelve months of sampling out of the Reservoir to understand what is happening in the Reservoir by month.
 - Based on the current sampling Stantec believes the organics are coming from the soil.
 - As algae dies it will pull phosphate out of the soil to feed the rest of the algae in the water column.
 - ❖ The District was receiving additional taste and odor calls.
 - The majority of the calls came from the Barefoot Lakes and Mead area.
 - Town of Firestone (Firestone Director of Public Works Julie Pasillas had emailed Central Weld County Water District (CWCWD) Manager Stan Linker asking what was being done to improve the taste and odor issues in the water.
 - The District marketing team, WildRock, wrote an item to be posted on District social media about the situation.

Discussion followed regarding whether the length of time the water is in the District system could be causing the problems the District's eastern customers were experiencing and how the water travels from west to east through the system.

- Pretreatment:
 - ❖ CLFP Staff were working on creating the Dissolved Air Flotation (DAF) specification to send out for equipment procurement.
 - ❖ Created a rough draft of the one-line diagrams.

- ❖ NoCo Engineering met with CLFP to discuss the layout of the proposed filters, discuss equipment selections and review flows.
- ❖ NoCo Engineering provided a one-line diagram for the connection of the pretreatment system to the two plants.
- Operations and Maintenance:
 - ❖ Average daily demand for January was 9.3 Million Gallons per Day (MGD) up from 9.0 MGD in 2022.
 - ❖ Paperwork has been submitted to Colorado Department of Public Health and Environment (CDPHE) to use a different coagulant at the North Plant that had better results during the pilot project.
 - ❖ The annual canal shutdown went well and quicker than expected.
- CLFP Manager's Report:
 - ❖ CLFP Manager Rick Whittet provided the CLFP Board with job descriptions for an Office Manager and Administrative (Admin) Assistant.
 - CLFP needs additional staff to assist Admin Assistant Lisa Everson.
 - In the interim, CWCWD Office Manager Roxanne Garcia was helping with payroll and other tasks as necessary.
 - The CLFP Board authorized Rick to hire an additional staff person.
 - ❖ CLFP Plant Superintendent Darrell Larson has started his new position of Project Manager.
 - ❖ Bryan Beberniss has been promoted to Chief Operator to be the backup Operator in Responsible Charge (ORC) at the plant.
 - That leaves the Lead Operator position open and three internal candidates were qualified for that position.
 - Mr. Whittet will advertise the replacement position after the Lead Operator position is filled.
 - ❖ The 2022 Audit field work had begun and Mr. Whittet expected the audit to be presented to the CLFP Board at the March meeting.

St. Vrain Water Authority (SVWA):

District Manager Kauffman presented the following information to the Board:

- The election of SVWA Board Officers was performed with all positions remaining the same.
- The following SVWA resolutions were passed:
 - ❖ 2023-01 Designating Location for Posting Open Meeting law Notices.
 - ❖ 2023-02 Designating Official Custodian of Records and Adopting Colorado Open Records Act (CORA).
 - ❖ 2023-03 Approving Phone Services Contract with Sanctified Communications.
- SVWA Staff started testing the water treatment plant equipment.
 - It is expected to take four to six weeks to get through everything.
 - SVWA Operations Staff would have training on the plant equipment.
- It was expected that the plant will begin producing water in March of 2023.
- SVWA will be engaging an auditor and an admin services group.

Windy Gap Firming Project (WGFP):

District Manager Kauffman presented the following information to the Board:

- Windy Gap Assessment Subcommittee:
 - ❖ Ms. Kauffman and Water Resources Administrator Amanda Hoff attended the Assessment Subcommittee meeting on January 31, 2023.
 - It was determined that an operations committee meeting was needed in order to determine how the charges would work.
 - ❖ Allottees' water orders and deliveries for Windy Gap from 2017 to 2022 were reviewed.
 - ❖ Deliveries varied from 12,739 acre-foot (ac-ft) to 26,789 ac-ft.
 - Orders significantly deviated from the deliveries based on each entity's preference for ordering water and the financial impact is significant for Northern Colorado Water Conservancy District (Northern).
 - ❖ The meeting resulted in the need for better allottee planning and a need for operations of the system to be understood prior to finalizing any financial planning.
- Windy Gap Deliveries:
 - ❖ It is anticipated that Lake Granby will spill thereby reducing the ability of the project to pump Windy Gap water to the allottees.
 - ❖ However, water deliveries and or operations of the tunnel may be able to help alleviate some but not all impacts.

- Colorado River Connectivity Channel (CRCC):
 - ❖ Northern staff and the contractor are working on change orders related to the delay in construction start as well as a maintenance agreement, monitoring plan and operations plans.
- Chimney Hollow:
 - ❖ Work in January was slow due to the weather.
 - ❖ No Occupational Safety and Health Administration (OSHA) recordable incidents occurred in December or January.
 - ❖ The contractor provided a quote for approximately \$2.3 million (M) for work related to the landslide that occurred in January.
 - Work is proceeding to avoid schedule delays and Northern will work with Barnard on a change order.
 - The mitigation work is expected to take two months.
 - ❖ The contractor provided a claim for Grout Curtain Delays for \$1.7M and 23 compensable days due to the recommendation by the Engineer to extend the grout curtain deeper into the bedrock.
 - Northern rejected the claim and told the contractor to resubmit with additional information.
 - The larger concern is that the grouting program is not making production goals and may cause delays in the project.
 - ❖ The Carter Lake Pressure Conduit was scheduled to be shut down for additional work starting February 21, 2023.
 - This outage is likely to mean 28,000 ac-ft would spill from Lake Granby and Carter Lake would have the ability to store 30,000 ac-ft of water.
 - Delaying the work will cause an increase in cost for the project near \$100,000 but scheduling the outage to September in conjunction with the annual inspection of the conduit appears to allow only 3,000 ac-ft to spill from Lake Granby.
 - The schedule is being adjusted to ensure more deliveries to the east slope.
 - ❖ The Zone 4 swell factors claim notice is for up to \$23M and 124 compensable days.
 - The claim is causing a need to evaluate testing programs to confirm the assumptions prior to negotiating the claim.
 - Northern is using two methods to resolve the issue but it is slow going and weather dependent.
- WGFP Mitigation Enhancements:
 - ❖ Northern is hoping to have a feasibility level cost estimate for improvements to include nitrogen removal at the Frasier wastewater plant, a relocated discharge for the Granby wastewater plant, and reducing nutrient rich runoff from the C Lazy U Ranch.
 - Staff hope to have the cost estimates for these three projects in the first quarter of 2023.
- WGFP Enhancement Donor Fund Advisory Committee:
 - ❖ The Advisory Committee received proposals from six groups.
 - ❖ The Committee reviewed the proposals with the intent to award projects in January 2023.
 - ❖ The awards will be finalized through contracts and more awards will be issued in future years.
 - Some of the future awards may be extensions of the awards granted in 2023.

STAFF REPORTS

District Manager's Report: District Manager Kauffman reported on the following:

- Regional Water Strat-Op Update:
 - ❖ The group continued the discussion of partnership and opportunities along the northern Front Range.
 - ❖ Some good conversation was had in regard to the guidance and roles of the group and the resulting path forward.
 - This conversation should help guide the path as the group moves ahead to talk about common communication, regional lobbying and political pressure, creating resilient operating opportunities, and generally creating good communication opportunities between the organizations.
 - ❖ The next meeting is to be held March 8, 2023, in Windsor.
- Chimney Hollow Reservoir Project Public Affairs Workshop:
 - ❖ Ms. Kauffman attended a half day workshop hosted by Northern to create a consistent message from all participants in the WGFP.

- **Staffing:**
 - ❖ Job openings for the positions of Water Resources Technician and Business Project Manager have been posted.
 - Both positions have been filled.
 - ❖ Job openings for the position of District Geographic Information System (GIS) Specialist and Engineering Business Support Level II have been posted.
- **Colorado Water Congress:**
 - ❖ Ms. Kauffman and Water Resources Administrator Hoff attended the annual meeting in Aurora, Colorado, January 25 through 27, 2023.
 - Also in attendance was Director Szymd representing the City of Loveland.
 - ❖ Presentations were given by Colorado Governor Jared Polis, Colorado Senator Michael Bennet, Northern's Director Jennifer Gimbel, Colorado Water Conservation Board's (CWCB) Director Becky Mitchell, and many others.
 - ❖ The general theme of the three-day conference was centered around the following topics:
 - The Colorado River issues.
 - Water conservation,
 - Population growth.
 - The battle between agricultural water use and municipal water use.
 - Funding mechanisms and opportunities.
 - The Colorado Water Plan update.
 - ◇ The update was adopted the day before the annual meeting started, January 24, 2023.
- **Dry Creek Reservoir Management Study:**
 - ❖ CLFP Manager Whittet, CWCWD District Manager Linker, and Ms. Kauffman met virtually with Stantec on January 24, 2023, to review the information they had compiled and progress they had made.
 - ❖ Two recommendations came out of the meeting:
 - Blend Dry Creek water with Carter Lake water to help mitigate the Sulfate and Hardness issues.
 - More sampling is needed to analyze nutrients in the water that contribute to algal growth.
 - Sampling should be done every other week.
 - ❖ Mr. Whittet and Ms. Kauffman met virtually with Stantec on February 7, 2023, to review additional progress.
 - ❖ Stantec projected water quality based on evaporation only and compared that to water samples from Dry Creek (albeit infrequent testing) and concluded that there is some dissolution of constituents in the soils that are likely causing the increased levels of sulfate and hardness.
 - ❖ It appears that usage of water from Dry Creek will alleviate the issue with sulfate and hardness.
 - ❖ The taste and odor causing constituents (algae) are not specifically tested for in any of our prior testing.
 - ❖ Stantec recommends testing additional constituents monthly for a year to see how the water column is changing and if there are any excess nutrients causing the algal growth.
 - In particular phosphorus can come out of the soils in specific conditions and contribute to algal growth.
 - ❖ Stantec will have a technical memo to the team by the end of the month for review.
 - The memo will specify the recommended testing schedule and potential solutions for the taste and odor issues with some pros and cons to the solutions.
 - Ms. Kauffman hoped to have the memo finalized before the next board meeting.
- **Agreements:**
 - ❖ Staff have received comments back from Aurora Organic Dairy (AOD) on the water dedication agreement.
 - The comments will be reviewed with District Legal Counsel Mike Westbrook.
 - ❖ Staff have not received feedback on the proposed waterline agreement from AOD.
 - ❖ Town of Johnstown (Johnstown Town Manager Matt LeCerf and Ms. Kauffman have started meetings tied to the Intergovernmental Agreement (IGA).
 - The current IGA expires March 31, 2023.
 - Some of the topics include addressing opportunity for service area boundaries, potential interconnects, and resolving a prior court order.

- Other:
 - ❖ Ms. Kauffman advised the Board that the Northern Spring Water Users' Meeting was scheduled for April 10, 2023.
 - The meeting will be held at the Embassy Suites in Loveland.

Business Manager's Report: Business Manager Diekhoff reported on the following:

- Office Update:
 - ❖ Office Upgrades:
 - Staff budgeted \$21,000 for office upgrades in 2023.
 - The importance of building safety measures was highlighted due to an incident with a very angry customer that started in the field and ended at the front counter.
 - Staff had a contractor come out and prepare a bid on a remodel of the front lobby that would give the entire office a little more protection.
 - ◇ This remodel will be above the budgeted amount as the received estimate was approximately \$35,500.
 - ◇ The contractor will be able to start in the next couple of weeks.
- Customer Appreciation:
 - ❖ The field crew had been working long, late hours in recent weeks and Ms. Diekhoff shared customer appreciation comments received by the Office.
- EyeOnWater (EOW):
 - ❖ There was a total of 1,494 users.
 - 15 percent of customers have created EOW accounts.

District Engineer's Report: District Engineer Brad Eaton reported on the following:

- There was one Tap Commitment Request for January.
- Capital Projects:
 - ❖ The Capital Projects list had been updated for 2023.
 - ❖ Progress was being made on easement offers for the Northeast Transmission Line project.
 - ❖ The Twin Mounds project continued to progress.
 - ❖ Loveland/Campion Conversion Project Number 1 had a design delay but was now wrapping up.

There was discussion regarding ordering project components at the very start to ease supply chain delays.

- Development Projects:
 - ❖ There were no new development projects for January.
 - ❖ Development activity increased after the holidays.
 - ❖ The Inspectors were getting busy again.

Discussion followed regarding the timing of water being dedicated to the District in relationship to new taps being installed. Mr. Eaton noted that the water has to be dedicated prior to infrastructure being installed.

- Other Engineering & GIS Activities:
 - ❖ Four West Interstate-25 (I-25) Transmission Line Construction Manager at Risk (CMaR) proposals have been received and were under review.
 - ❖ Singletree Estates final easement negotiations were in progress.
 - Staff expected to have to go to court to obtain at least one of the easements.

Water Resources Manager's Report: Water Resources Administrator Hoff reported on the following:

- January usage had spiked.
 - ❖ Ms. Hoff believed it was due to the canal outage skewing reports.
- Cumulative Water use was close to projected.
 - ❖ The District pumped 163 ac-ft from Dry Creek Reservoir.
 - ❖ Ms. Hoff explained the graph details showing there was 5,247 ac-ft of Colorado-Big Thompson (C-BT) and Windy Gap water.
 - This represents the amount of water available based on Northern's initial quota.
 - ❖ Ms. Hoff noted that the Carryover water will increase the District water supply for the following year.

- ❖ Staff will need to wait for Northern's announcement in April if there will be an additional quota to determine if the District will need to impose severe watering restrictions.
 - Ms. Hoff noted that the District will need to educate customers if there is a need to impose the restrictions due to the high snowpack.
- **Water Court:**
 - ❖ Staff were going to have additional conversations with the remaining objectors.
 - ❖ Staff have been in discussions as to whether the District should file the Handy Ditch Company case before or after the Town of Berthoud (Berthoud) files their case.
 - ❖ The District needs to create infrastructure to move the Native Waters once the Water Court cases are completed.
- The Seasonal Outlook predicted the weather would be warm and dry through the remainder of the winter.

Operations Manager's Report and Water Quality Update: Operations Manager Ken Lambrecht reported on the following:

- Due to a change in the Locates software systems they appeared to be lower than normal for the month of January.
 - ❖ The changeover in software went seamlessly.
- Leak repairs were normal.
- Monthly Total Coliform samples were within acceptable parameters.
- **Telemetry Upgrades:**
 - ❖ The inventory was completed.
 - ❖ Herbert was preparing the radio propagation study and recommendations report.
 - ❖ Staff received a communication from the Telemetry and Supervisory Control and Data Acquisition (SCADA) vendor, Timber Line, that they will no longer service Moscad or Moscad-L radios.
 - Replacing this equipment is part of the Telemetry Upgrade Project and Staff are comparing options.
- Crew Leader Valve Exerciser Alan Cordova exercised 5,298 out of a total of 6,335 valves.

DIRECTOR REPORTS

Director Brandenburg requested an update on the status of the election at the next Board Meeting.

Director Szmyd advised that he attended the Colorado Water Congress Annual Meeting on behalf of the City of Loveland. Mr. Szmyd noted the following:

- He is always impressed by the passion of the people involved in water.
- There is no more water to be obtained anywhere.
 - ❖ All states are locking down on their water supplies.
- A Colorado State Demographer lead a session on the population of Colorado.
 - ❖ Population growth was slowing down.
 - ❖ The number of people per household was declining, however this means there are more houses.
- One presenter was the City of Aurora (Aurora) Mayor Mike Coffman.
 - ❖ Aurora recycles about half of their water, but about half of their water is used on lawns and that cannot be captured for reuse.
 - ❖ Aurora passed a law to not allow any new golf courses, front lawns in new developments, and to limit the amount of lawn allowed in backyards.
- Mr. Szmyd stated his two takeaways were the big water conservation education efforts, and how the message needs to be consistent from all districts.
- The agriculture industry wants to continue using its share of available water.
 - ❖ Mr. Szmyd noted that while Colorado farmers use Colorado water, approximately one-quarter of what food is produced is exported to other countries.
- Mr. Szmyd advised the Board how highly esteemed Ms. Kauffman is among the conference attendees and how lucky the District is to have her.
- Between September of 2020 and September 2022 California had a net loss of 500,000 people.
 - ❖ The governor of Utah made an announcement that Utah cannot support that many transplants from California.

Director Ryan Heiland advised that Governor Polis wants all Colorado state facilities to reduce their water usage by 20 percent. Mr. Heiland has been involved in University of Colorado (CU) Boulder meetings to determine ways of reducing water use at the university. Mr. Heiland also noted that the new modular development at the corner of Highway (Hwy) 287 and 60 buyers will only be purchasing the modular. The land the modular sits on will be leased from the developer.

Director James Walker noted that a lot of his neighbors have sold their property for large profits and moved out of state. Mr. Walker believes a lot of the new neighbors are from California and believes the neighbors are water conscientious.

Director Martens advised that in 2017 the Oroville Dam in California had a major break due to damage to the main spillway, and the emergency spillway could not handle the overflow. Mr. Szmyd added that corollary to Mr. Martens report, a similar situation occurred during the 2013 flood and they had to let the water out of Lake Estes because they were afraid it would overtop.

Director Brandt advised that during the last freeze pipes for his hot water heating system froze and broke. When he went to repair them the ends did not match the new pipes. He discovered that when copper expands due to freezing it does not contract afterward.

It was moved by Director Martens to Adjourn the meeting at 7:17 p.m.

Respectfully submitted,

Amber Kauffman