

TOWN OF MILLIKEN  
WATER, WASTEWATER AND DRAINAGE UTILITY ADVISORY COMMISSION  
MEETING HOUSE, 1201 BROAD STREET

Thursday, July 19, 2012 7:00 P.M.

The Water, Wastewater and Drainage Utility Advisory Commission of Milliken convened into regular session on the 19th day of July, 2012 at 7:06 p.m. Those present were: Chairman Rich Ekwall, Commissioners; Dave Bernhardt, Tom Binder, Christopher Jones, Bret Hall, and Duane Flack. Also present: Mayor Milt Tokunaga, Town Administrator Jim Burack, Public Works Director Jason Fowler, Town Clerk Cheryl Powell and Commission Assistant Caree Rinebarger.

Chairman Ekwall called the meeting to order and led the audience in the Pledge of Allegiance.

**Mayor's Introduction to Commissioners**

Mayor Tokunaga welcomed the Commissioner and thanked them for their commitment to the Town. The Mayor read them and discussed the purpose the Commission and its importance to the community, Town Board and staff.

**Responsibilities of Commissioners**

Chair Ekwall shared with the Commissioner a Power Point showing the relationship of the Water Commission, Town Board and staff. The Power Point also explained the Administrative Functions and Strategic Responsibilities of the Commission which include issues such rates, fees, storage project and assets for future and additional subdivisions along with recommendations to the Town Board, items as recommended by the Water Utility Study Group, grant opportunities and assist with budgetary process with staff for an operating budget for the Commission.

The presentation also included discussion on the policies and procedures for Commissions and highlighted areas that would be of most value to them which included meeting structure and format, publishing of meetings, discussion and meetings outside of published meetings, and recusal from meetings.

**Swearing in of Commissioners**

Town Clerk Cheryl Powell swore in Dave Bernhardt, Tom Binder, Rich Ekwall, Duane Flack, Bret Hall and Christopher Jones as Town Board Appointees to the Water, Wastewater and Drainage Advisory Commissioner Members.

**BUSINESS AGENDA**

1. **Central Colorado Water Conservancy District – Chatfield Reservoir Briefing Katherine Parker, Central Colorado Water Conservancy District**

Chair Ekwall requested the Chatfield Reservoir Briefing be moved to the first item on the agenda. There was no objection from the Commissioners.

Katherine Parker with the Central Colorado Water Conservancy District gave a presentation on the history of Chatfield Reservoir and the proposed project to expand water storage in the reservoir. She then asked for the Commission's support by resolution for the project.

Discussion among the Commissioners included filling rights and the effect on those with senior and junior water rights, ensuring water is used Colorado, bonding costs, and other issues.

Ms. Parker stated the water was decreed to Central Colorado Water Conservancy District in 1984 and would not affect any junior or senior rights in place. She also informed the Commission that the Chatfield project is only asking to make the reservoir larger and would add 10 to 12 feet of water around the banks adding additional recreation opportunities and keeping water in Colorado. The bond for the project only affects those who live inside the participating water district boundaries, not the entire state.

Commissioner Bernhardt moved to recommend the Commission send a letter in support of the Chatfield Project. Commissioner Hall amended the motion to include support of the bond issue as well. Seconded by Commissioner Jones.

No further discussion.

All in favor. None opposed. Motion carried.

## **2. Proposal to Lease Excess Town Water Rights and Generic Lease Agreements**

Town Administrator Burack provided the Commission with information on the Town's recently approved water leases by the Town Board. For the 2012 season the Town leased out 3.5 shares of Hillsborough and all available GLIC shares. Staff is working on scheduling a meeting with Central Weld, who is our account holder, to discuss carryover water and our options. Staff is asking for a recommendation from the Water Commission to allow Town Staff with approval from the Town Board to lease out any access CBT for agricultural interests in Milliken for the remainder of the 2012 season and to have the Water Commission prepare guidelines for future water leases.

Commissioners discussed that it is too late in the season to develop guidelines for the remainder of the 2012 season and directed staff to add the development of guidelines for the leasing of excess water to the strategic agenda. Discussions also included the current procedure and if the Town water engineers are being consulted prior to a lease being executed, as well of the financial outcomes the current leases will have on the Towns portfolio have been analyzed. Commissioners noted that is important for Milliken its water.

Commissioner Hall moved to recommend Town Staff, at their discretion, lease out excess water as determined available for the remainder of the 2012 Season since time is critical. Seconded by Commissioner Flack.

Chair Ekwall appointed Commissioner Flack and Commissioner Hall to work with staff on executing leases for the remainder of the 2012 season.

All in favor. None opposed. Motion carried.

### **3. Proposal to Participate in Regional Treatment Plant Study Group**

Chair Ekwall and Town Administrator Burack provided the Commission with a proposal from the Northern Colorado Water Conservancy District for the North Front Range Regional Water Treatment and Transmission Study. The purpose of the project is to study the feasibility of constructing a regional water treatment and transmission system for smaller communities in Northern Colorado. The initial concept of the project is to construct a raw water line from the Timnath canal inlet at the Poudre River to a treatment plan site near Weld County Road 13 and Colorado Hwy 392. The District is asking each community involved to contribute up to \$15,000 to participate in the study. Staff is asking for a recommendation to the Town Board to participate in the study. Further discussion among the Commissioners concluded they need additional information before making a recommendation to the Town Board.

Commissioner Flack moved to have staff provide additional information and ask the consultant to do a presentation to the Commission. Seconded by Commissioner Bernhardt.

No further discussion.

All in favor. None opposed. Motion carried.

## **INFORMATIONAL AGENDA**

### **4. Status of Refracing Town Well**

Public Works Director Fowler informed the Commissioners about the North Grace Pump House that provides non-potable water Lola Park and Milliken Middle School. Dreiling Pump and Supply, Inc repaired the well and the pump is now pumping at 80 to 90 psi and 800 gallons per minute. The work including refracing with primer cord and new casings.

### **5. CBT Water Use Reporting Ruling for Development of Oil & Gas Wells**

Town Administrator Burack provided an overview for the Commission on the letter from Northern Colorado Water Conservancy District regarding the requirements to provide Water-Use Reporting and Accounting Procedure as related to Well Development Water. On February 10, 2012 the Board of Directors of the Northern Colorado Water Conservancy District adopted the Rules Governing the Use of C-BT Project Water and Windy Gap Project Water for the Development of Oil and Gas Wells, which requires that the beneficial use of the water must occur within the boundaries of Northern Water or its Sub-district and requires water users to provide periodic reports on usage.

**6. Weld County Drought Declaration**

Town Administrator Burack provided the Commission with Resolution 2012-1459 from the Weld County Commissioners for the Weld County Drought Declaration. It referred to a request to the State to allow the pumping of ground water for agricultural purpose.

**7. Discussion of Water Conservation & Usage Update**

Public Works Director Fowler provided the Commissioners with a current water usage report. The report provides records for the different sources of water, gallons used and percentage of water used to date.

**8. Review of Karole & Carol Dunshee's Water Requirements at Mill Iron**

Town Administrator Burack provided the Commission with a brief overview regarding issues at Mill Iron over water tap and raw water fees. The issue has been researched by staff and staff is asking for the Commission to provide a recommendation.

Commissioners indicated the homeowners affected should request a hearing with the Commissioner's by submitting a letter with the appropriate documentation.

**ADMINISTRATIVE ISSUES**

**1. Meeting Schedule and Times**

The Commission will meet on the first Monday of each month. The meeting will be conducted in two sessions: the first is a Work Session at 5:30p.m., and the second is a formal meeting following at 7:00p.m. The Commission will hold meetings at the Milliken Meeting House located at 1201 Broad Street. All meetings will be posted at least 24 hours in advance.

If a meeting falls on a holiday the Commission will meet on the first Thursday of the month.

**2. Process for Strategic Agenda**

The Commission will utilize the Work Session to allow ample time for discussion for items on the Strategic Agenda.

**3. Election of Vice Chairperson**

Commissioner Bernhardt nominated Commissioner Flack to be Vice-Chair. Seconded by Commissioner Binder.

No further discussion.

All in favor. None opposed. Motion carried

**4. Draft RFP's for Water Engineer/Resource Manager and Water Broker**

Town Administrator Burack provided the Commissioner with a draft RFP for Town Water Engineering and Resource Management Services. Commissioners are asked to review and submit any additions, deletions and/or corrections to Town Administrator Burack by Thursday, July 26, 2012.

Commissioner Hall made a motion to have Town Staff start the RFP process for Water Engineering and Resource Management Services for the Town. Commissioner Bernhardt seconded the motion.

No further discussion.

All in favor. None opposed. Motion carried.

**Adjournment**

There being no further business, the meeting adjourned at 9:35 p.m.

Prepared by:

Approved by:

  
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Caree Rinebarger, Commission Clerk

  
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Chairman Rich Ekwall