

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE GREATROCK NORTH WATER AND SANITATION DISTRICT MARCH 5, 2024

A regular meeting of the Board of Directors (referred to hereafter as “Board”) of the Greatrock North Water and Sanitation District (referred to hereafter as “District”) was convened on Tuesday, March 5, 2024, at 4:30 p.m. at the Reverse Osmosis Water Treatment Plant, 16373 Rayburn Street, Hudson, CO 80642. This District Board meeting was also held virtually via Microsoft Teams and by conference call. The meeting was open to the public.

#### ATTENDANCE

##### Directors in attendance:

John D. Wyckoff; President  
Robert W. Fleck; Vice President  
Brenda Adams; Assistant Secretary  
Lisa Jacoby; Treasurer  
Brian K. Rogers, Secretary

##### Also in attendance were:

Lisa Johnson, Shauna D’Amato, Alex Clem, and Jill Gillespie;  
CliftonLarsonAllen LLP (“CLA”)  
Mike Murphy; Ramey Environmental Compliance, Inc. (“REC”)  
Nicholaus Marcotte, PE; Element Engineering LLC

##### Also in attendance were Residents:

Mike Rector  
Mike Slaughter  
John Olin

#### ADMINISTRATIVE MATTERS

**Disclosures of Potential Conflicts of Interest:** Ms. Johnson called the meeting to order at 4:31 p.m. and introduced the Board and staff to the public in attendance. The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Board and to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with statute. It was noted that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting. Director Adams noted that she serves on the HOA Board for Box Elder Creek Ranch.

**Agenda:** The Board reviewed the Agenda for the meeting. Following discussion, upon motion duly made by Director Rogers, seconded by Director Fleck and, upon vote, unanimously carried, the Board approved the Agenda, as amended, moving the Public Comment section to after the Administrative Matters.

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**Board of Director's Report:** None.

**District Manager's Report:** Ms. Johnson reviewed her monthly Manager's Report with the Board. There were no questions. A copy of the report is attached hereto and incorporated herein by this reference.

**Ratify Approval of 2024 Insurance Renewal:**

1. Ratify approval of worker's compensation insurance for 2024
2. Ratify renewal of membership in the Special District Association for 2024.

Ms. Johnson reviewed the 2024 insurance renewal items with the Board. Upon a motion duly made by Director Wyckoff, seconded by Director Rogers and, upon vote, unanimously carried, the Board ratified approval of the 2024 insurance renewal, including workers' compensation coverage, and renewal of membership in the Special District Association for 2024.

**Potential Revisions to District Website:** Mr. Clem reported on his review of the website and made a few suggestions. Following discussion, the Board directed the website to be updated as discussed.

**Potential Part Time Employee:** Director Wyckoff discussed the pros and cons of potentially hiring a District part time employee and the associated costs. He reported that he met with the CLA staff and Ms. Johnson suggested having an in office work day with CLA staff onsite a couple of times a month. No action was taken but the Board requested to pursue this discussion at a later date.

### COMMUNITY COMMENTS

John Olin expressed his concern about the mill levy increases and inquired about what the District plans are going forward. He also asked about what was driving the need for the concentrate pond addition.

Director Wyckoff discussed the history of the mill levies in the District and reported that increases have not occurred very often. He also explained the need for the existing concentrate ponds to be maintained. The new concentrate pond will allow for this maintenance to occur.

Mike Slaughter inquired as to what excess funds collected via the increase in the mill levy are used for within the District.

Director Wyckoff explained the budget process. The District needs funds to support operations/maintenance within the District. Cost of services has increased over the past years. He also reported that the District conducts a study every year to review the current water rates compared to the cost of services to determine if costs adequately cover the cost of doing business.

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Directors Wyckoff and Rogers explained the water treatment and distribution process history and current tiered rate structure.

Discussion ensued regarding possible updates to the website and options to provide information to residents via the District website.

### **CONSENT AGENDA**

The Board considered the following actions:

1. Approve the Minutes of the February 6, 2024 regular meeting.
2. Ratify approval of the payment of claims for the period ending February 26, 2024, in the amount of \$68,299.01.
3. Acceptance of unaudited financial statements for the period ending January 31, 2024, Schedule of Cash Position updated as of February 20, 2024, and Inclusion Summaries.
4. Operations and Maintenance Activities Report.
5. Review meter installation report.

Following discussion, upon a motion duly made by Director Wyckoff, seconded by Director Rogers and, upon vote, unanimously carried, the Board approved the Consent Agenda items.

### **FINANCIAL MATTERS**

None.

### **ENGINEER'S REPORT**

Mr. Marcotte presented the Engineer's Report to the Board. A copy of the report is attached hereto and incorporated herein by this reference.

### **CAPITAL PROJECTS UPDATES:**

**Third Alluvial Well:** Update was included in the Engineer's Report.

**Evaporation Pond:** Update was included in the Engineer's Report.

**Reverse Osmosis Treatment Facility:** Update was included in the Engineer's Report.

### **OPERATIONS / MAINTENANCE MATTERS**

**Operator in Responsible Charge ("ORC") Report:** Mr. Murphy presented the ORC report to the Board. A copy of the report is attached hereto and incorporated herein by this reference.

**Proposal from Applied Ingenuity, LLC for Services at the LFH Well at Box Elder in the Amount of \$30,409.00:** Mr. Murphy presented to the Board. Following review and discussion, upon a motion duly made by Director Fleck, seconded by Director Wyckoff and, upon vote, unanimously carried, the Board approved the proposal from Applied Ingenuity, LLC for Services at the LFH Well at Box Elder in the amount of \$30,409.00 and directed staff to prepare an agreement.





Date: February 27, 2024  
To: Greatrock North Water and Sanitation District, Board of Directors  
From: Lisa A. Johnson, District Manager  
Re: March 5, 2024 Manager's Report

**Agenda Action Items**

**I.E. 2024 Insurance**

Staff worked with Director Jacoby and HighStreet to make changes to the District's current policy. Crime coverage was increased to \$250,000 and replacement costs were increased by a total of 10% resulting in additional premium costs of \$2,313.00.

**I.F. Revisions to District Website**

The Board discussed ways to improve communication with residents at their meeting last week. Suggestions were made for revisions to the District's website by uploading the meeting minutes to additional locations on the site as well as ideas to notify residents of the website and how to locate certain information. Staff will provide the results of research regarding inclusion of a QR code on the monthly bills at the meeting.

**II.A. Consent Agenda**

1. Approval of the Minutes of the February 6, 2024 regular meeting.
2. Ratify approval of the payment of claims for the period ending February 26, 2024, in the amount of \$68,299.01.
3. Acceptance of unaudited financial statements for the period ending January 31, 2024, Schedule of Cash Position updated as of February 20, 2024, and Inclusion Summaries.
4. Operations and Maintenance Activities Report.
5. Review meter installation report.

**I recommend approval of the consent agenda items.**

**V.A. Proposal from Applied Ingenuity, LLC for well services**

Mike Murphy will discuss this proposal with the Board at the meeting.

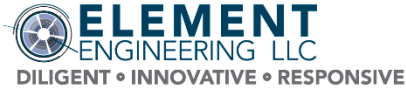
**I recommend approval of the proposal.**

**Review of monthly Water Resumes and Other Water Related Matters**

Attorney Poznanovic has reviewed the December resume and did not find any cases he would recommend the district oppose.

**Update on other District Related Matters**

Staff met with Director Wyckoff to begin discussions regarding potentially planning for and hiring a part-time employee.



## ENGINEER'S PROGRESS REPORT

**Date:** March 5, 2024  
**To:** Greatrock North Water and Sanitation District  
**From:** Element Engineering  
**Job No.** 0041.0001  
**RE:** Monthly Engineers Report – **New Items Bold**

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### CAPITAL PROJECTS:

#### 1. Water Treatment Plant Improvements - Construction

The Certificate of Substantial Completion has been provided to Moltz Construction. The date of Substantial Completion was set for October 6, 2022. The advertisement for final payment was posted as required and the final payment was issued. The end of the two-year warranty period is October 6, 2024.

#### 2. Concentration Evaporation Pond

Element has reviewed all historic documents on the concentration evaporation pond and has contacted the subconsultant tasked with the concentrate line and pond grading design (CVL). The tasks necessary to complete design and permitting of the concentrate pond are as follows:

- Receive concentrate line and pond CAD files from CVL.
- Compile an Engineering Design and Operations Plan (EDOP), design plans, liner design, and specifications for the pond per CDPHE Section 9: Waste Impoundments.
- Finalize pond grading design and SWMP.
- Update concentrate line per request from developer and update easement exhibit.

Element has provided the district with a proposal to the district to complete pond design and CPDHE submittal (EDOP, plans, specifications). The EDOP, plans, and specifications will be to CPDHE for review and approval. After approval, the district will be granted approval for construction. CDPHE has strict quality control and construction documentation requirements including a construction QA/QC report that must be submitted after construction. Element can provide a proposal for pond bidding, construction observation, and construction QA/QC reporting at the appropriate time.

Element's proposal to complete the third concentrate pond and line has been approved by the district. We are currently working on the EDOP and plans. Also, we have provided a modified draft easement exhibit to Jay Scolnick for the revised concentrate line alignment.

As of August 29, 2021, Element continues to work on the concentrate pond design and EDOP. We have been coordinating with Jay on the concentrate line and have come to an agreement on the line location. We are finalizing what should be the last iteration of the concentrate line easement for signature by Jay. Our surveyor will require some field work for the easement in order to stamp the legal description. Also, there is additional survey required for the concentrate line design which will occur at the same time.

Additional survey field work was ongoing as of September 16, 2021. Element met onsite with the surveyor to confirm required items to be surveyed. Element held discussions about the potential to eliminate the proposed sump and pump in the proposed RO WTP if the concentrate line can be lowered. Element recommends any new concentrate main installation be 8-inch diameter SDR 35 PVC minimum.

Element has received the updated survey and has provided preliminary pond alternative layouts and costs as well as concentrate line profiles for the district's discussion at the October 26, 2021 work session. Upon a final decision for layout and pond location design documents will be created. Also, it is apparent that the concentrate line in Rayburn can be lowered, allowing the proposed sump in the ROWWTP to be removed and all drains go to the concentrate line.

Element was provided direction by the board to proceed with the west pond location and the gravity concentrate main running down Hudson Mile Road. Design work is ongoing with draft design documents expected to be complete in January. Element has reached out to Adams County to determine what permitting will be required for the project. A potential pre-application meeting with Adams County was requested.

Element has submitted the initial pre-application document to Adams County. A pre-application meeting with the county will be scheduled in the coming weeks based on the county's schedule. Work continues on finalization of the design. It is our goal to submit a draft of the design submitted to the board for review during the month of January.

A pre-application meeting with Adams County has been scheduled for Friday February 4, 2022 at 10:30 AM. This meeting will be held virtually. Element submitted progress plans on the concentrate pond to the district. We are now working to finalize the plans. The next step is to complete final internal edits and compile a stormwater management plan (SWMP) and finalize and submit the Section 9 Impoundment permitting report to CDPHE. This should be completed by the end of February to mid-March.

Element and CLA staff attended a pre-application meeting with Adams County. A detailed summary of submittal requirements was sent to the GNWSD board. In summary a Conditional Use Permit is required. The board approved Element to begin working on this submittal. Work is ongoing. We expect submittal of the conditional use permit and EDOP to Adams County and CDPHE in mid-March.

The public meeting for the conditional use permit is to be held at the April 5, 2022 board meeting. The required environmental study on the property is being completed by an Element subconsultant. Upon completion of the environmental study and public meeting, Element will submit the conditional use permit application to Adams County.

Element received the ownership and encumbrance report to research mineral rights owners to notify them (as required by Adams County). Also, we received the environmental report prepared



by Olsson Associates that is required with the Conditional Use Permit. Our final task is to finalize the EDOP and submit it to CPDPHE and Adams County as well as provide notifications to mineral holders. This is to be completed by the week of May 30, 2022.

The EDOP and Adams County submittal have been completed and submitted. The Adams County review fee has been paid by Element.

Element has followed up with agencies to determine who is the primary contact. We have not been assigned a planner or engineer yet, but this is likely to occur soon.

Our project has been assigned a planner at Adams County. The county has promised to expedite the review of the project. Element will be ready to answer any questions or comments on the proposed project.

We held a county comment review meeting with Adams County on September 16, 2022. Comments received are relatively minor and we are currently working on the response letter. All responses have been completed. Element is confirming the Adams County requirement for landscaping.

It is recommended that the district proceed with bidding the project under the Construction Manager at Risk (CMAR) procurement procedure. We have completed responses to all Adams County comments. Also we held a meeting with CDPHE to request either an approval letter or a list of comments to respond to. CDPHE has indicated they will send a brief list of comments. We anticipate having those during the week of January 30<sup>th</sup>, 2023.

The district approved the CMAR bidding approach at the March 7<sup>th</sup> meeting. Element is working with the district's attorney to compile an Owner-CMAR agreement. Upon completion of this agreement, the CMAR bid documents will be completed and advertised.

The bid package is complete and we have forwarded all items to the district council to review. The attorneys are working to finalize the Owner-CMAR agreement.

The county has requested some minor modifications to the grading which are being completed. We are finalizing that for final re-submittal to the county. Our next step will be the planning commission and board of county commissioners.

The district's attorney has provided both the Owner-CMAR agreement and the Owner-Contract agreement. The CMAR bid package has been advertised and the bid package has been assembled. The following is the bid schedule for the CMAR process:

RFP Release Date	June 2 <sup>nd</sup> at 4:00 PM
Non-Mandatory Pre-Bid Meeting	June 9 <sup>th</sup> at 10:00 AM
Last Day to Request Interpretations of the Documents	June 16 <sup>th</sup> at 4:00 PM
Proposals Due (via email to nmarcotte@elementengineering.net)	June 23 <sup>rd</sup> at 4:00 PM
Anticipated Design Phase CMAR Award	July Board Meeting

Element has finalized and re-submitted all documents to CDPHE and Adams County for permitting purposes. This includes all grading and drainage changes requested by Adams County.

The CMAR package for the Third Concentrate Pond advertised and bid. The district received two (2) proposals. Please see the attached summary and recommendation letter for a detailed analysis of the bids and a recommendation for award.

Element held a project kickoff meeting with PES and representatives from their subcontractor team on August 24, 2023. The meeting went well with discussion centering around the team's ideas for value engineering. While the entire project was discussed, detailed questions discussed were as follows:

- Will a 4-ft fence be acceptable rather than the currently specified 6-ft fence? This will save significant money given the length of the fence.
- Use of the existing concentrate pond water for compaction will save significantly on water haul costs from on offsite area.
- A 40-mil under liner instead of the currently specified 60-mil is requested to save money.
- A slightly re-balancing of dirt work will ensure no net import or export is required.

We are currently awaiting approval from both CDPHE and Adams County to proceed with construction. Adams County has indicated that our Conditional Use Permit Application has satisfied their requirements and they are working to schedule our project on the board of county commissioners and the planning commission meetings.

Adams County has scheduled our Planning Commission and Board of County Commissioner Hearings. These dates are as follows:

- Planning Commission: October 25 at 5:00 PM
- BOCC: November 14<sup>th</sup> at 9:30 AM

CDPHE has reviewed our most recent submittal and provided us with a list of additional questions. We are working on responding to that request for information. The planning commission and BOCC have both approved the project. CDPHE approval is the final item required to go to construction.

Element requested and held a meeting with CDPHE on January 29, 2024. In this meeting we reviewed our comment responses, the updates to the plans and EDOP, and reviewed our request to use the brine water for beneficial use (compaction). We requested CDPHE expedite their review and come to us with any questions and concerns. We also let them know the district is very eager to get the project to construction. We were not given a firm date for turnaround on the review, but CDPHE indicated they would coordinate with us on questions.

**We are awaiting final CDPHE approval of the updated documents. Additional changes/comments are unlikely. Therefore, we have sent all plans, technical specifications, and construction QA/QC requirements to the CMAR for updated pricing.**

### 3. Third Alluvial Well

Element will report items pertaining to the third alluvial well in this section.

Element met with the district's water resources engineer on August 12, 2021. It was discussed that the location of Alluvial Well 3 and 4 would likely be the best locations for the new alluvial well. Element has been requested to complete a construction and design cost estimate to tie each of these well locations into the existing raw water lines. This work will begin shortly.

The well locations 3 and 4 were determined to be the best locations as they produce a satisfactory amount of water and have better water quality than location 5, which tested very high in nitrates (> 20 mg/L).

A Basis of Design Report (BDR) must be submitted to CDPHE to add an additional water source. This BDR must include the results of extensive water quality testing. Two separate testing batteries must be completed in two separate calendar quarters. Also, once drilled, the well will need to be tested to insure it is not under the direct influence of surface water.

**No work this period.**

**It is suggested that the board continue discussions of adding the third alluvial well. With the construction of the new water treatment plant being finalized, both existing alluvial wells are required for operation. Currently there is no redundant alluvial source.**

#### **GENERAL ENGINEERING – ADMINISTRATION**

Element has been coordinating closely with CLA to onboard general engineering services. Element, CLA and GNWSD held an initial onboarding meeting at Element offices on June 10, 2021. An additional onboarding meeting with REC has been scheduled on June 30<sup>th</sup>, 2021 at REC offices. We have received all electronic and hard copy files from MMI and have reviewed them to determine the sum of available records.

Element has completed cost estimates to support 2022 budget preparation. This included estimated general engineering (ops and admin) fees, capital project fees, and engineering construction administration fees. A meeting to review the proposed budget items was held on September 22<sup>nd</sup> at REC offices.

Element is coordinating the additional information (survey) and scoping items on the concentrate line and concentrate pond and line alternatives in the General Engineering – Administration job number.

Element presented options to the board on concentrate line and concentrate pond locations. See Third Concentrate Pond reporting for more information.

Element is working on the county permitting of the third concentrate pond. See third concentrate pond update.

Element provided draft General Engineering estimates and concentrate pond cost estimates for the 2023 budgeting period.

Element is currently working on budgeting and rate analysis updates for the 2023 calendar year. Also, we have been coordinating with the district's consultants on the Town of Castle Rock water court case.

Element is now meeting monthly with the district manager and operator to go over district related tasks, and make sure coordination and progress is ongoing.

Element completed a design schematic of the necessary work to replace the existing Rocking Horse Farm water storage tank fill valve. These exhibits are attached. It is likely the project will cost less than the statutory public bid requirement of \$120,000. Therefore, it is recommended that the district solicit an on-call contractor for a price to complete the work. HAO solutions will also need to coordinate electrical and control work for the new actuated valve.

Element assisted the district in completing an application for the CDPHE Technical Assistance Grant. This grant is for \$25,000 and is intended to support the district in funding a district-wide hydraulic model.

Element assisted the district in preparing a rate model based on the 2024 budget. This model will be presented and reviewed at the district's board meeting.

**No work this period.**

**1. Box Elder Creek Ranch Subdivision**

Element will report general administrative engineering items pertaining to the Box Elder Creek Ranch subdivision in this section.

**No work this period.**

**2. Rocking Horse Farms Subdivision**

Element will report general administrative engineering items pertaining to the Rocking Horse Farms subdivision in this section.

Element has coordinated with REC to complete the recommendation for final acceptance of the Rocking Horse Farms Pump Station Replacement Project. The project was completed on July 22, 2020, and has been successfully operating since startup. The 1-year warranty period has elapsed, and Element recommends final acceptance.

Element met with REC at RHF on January 21<sup>st</sup>, 2022 to discuss replacement of the RHF control valves. It was determined that an insertion valve could be installed downstream of the control valve to shut the tank off. A new electrically actuated gate valve could then be installed in the vault. It is recommended that two manual gate valves with wheels be installed on either side of the new actuated valve. This time was billed to General Engineering: Operations.

**No work this period.**

**3. Greatrock North Subdivision**

Element will report general administrative engineering items pertaining to the Greatrock North subdivision in this section.

**No work this period.**

**4. Hayesmount Estates Subdivision**

Element will report general administrative engineering items pertaining to the Hayesmount Estates subdivision in this section.

**No work this period.**

## GENERAL ENGINEERING – OPERATIONS

Element will report on water accounting, use, water quality, and electrical usage, and pond levels in this section. We are working on on-boarding and coordination with REC so that we may obtain data for regular reporting.

Element met with REC on January 21<sup>st</sup>, 2022 to discuss the rocks in the concentrate line. It was determined that the line could be temporarily shut down (turn off WTP) and the line upstream of the control valve could be shut. The concentrate line could then be pumped out (water discharging to the adjacent concentrate pond) and the line could be excavated, opened, and the rocks removed. Upon removal the line would need to be replaced in the excavated area.

**No work this period.**

## DEVELOPMENT SERVICES

### **1. Country Club Ranchettes Filing No. 1**

Element has contacted Jay Scolnick and his contractor (Three Sons Construction) to set up a pre-construction meeting. The meeting is tentatively scheduled to be held onsite during the weeks of July 5, 2021, or July 12, 2021 depending on final construction permit issuance from Adams County. Three Sons Construction has started the submittal process with Element. We are reviewing submittals per the district's rules and regulations.

Element will discuss construction observation and management roles and responsibilities with REC and CLA to clearly define task responsibility between each entity.

Element will be responsible for onsite construction observation. Submittals have been received and reviewed. A pre-construction meeting was held on July 16<sup>th</sup>, 2021. Onsite construction work started on July 21<sup>st</sup>, 2021. Element will be providing full time observation for the first week, and scale back observation time if we feel the contractor is completing acceptable work. Element provided the district with an estimated number of hours for onsite work that included the pre-construction, observation, GPS services and final walkthrough.

Element has completed construction observation and oversight during construction. Adams County notified the developer (Jay) and their engineer (Manhard) that their fire hydrant design and installation was three feet too close to the centerline of the asphalt roadway. The hydrants are required to be moved, which will require a new pressure test. An exhibit of this relocation is attached to this board report.

Element inspected and coordinated work on the fire hydrant relocation.

Minor construction observation/coordination occurred during this reporting period. Initial acceptance will occur after the surface improvements are complete (pavement, etc).

Element was notified that paving would occur at the project during the month of December. Upon completion of surface improvements an initial acceptance walkthrough will be completed.

Element completed an initial acceptance walkthrough and compiled the attached punch list and closeout requirements. A letter was sent to the developer on June 23, 2022, and we are awaiting a response and required items.

Element has received a draft Bill of Sale and as-built documentation. We are waiting on final documents for initial acceptance.

We have final documents for Initial Acceptance and anticipate board approval during the February meeting. These documents have been submitted to the attorney for review.

Element is planning to GIS the new infrastructure in CCRF1 and upload it to the district's GIS software. Work should be completed during the month of June.

The GIS work for the Country Club Ranchettes Filing 1 work has been completed and the all linework and data added to the district's GIS system.

## **2. Country Club Ranchettes Filing No. 2**

On Wednesday January 26<sup>th</sup>, 2022. Element met with the developer to discuss inclusion of CCR Filing 2. There were no specific engineering related action items immediately necessary at the meeting. When the inclusion packet is submitted, Element will complete necessary review tasks.

The inclusion agreement for CCR F2 has been submitted and Element is working with the district's consulting team to review and provide comments.

Element met with the district staff to review the inclusion agreement. During this review it was determined that a capacity analysis would need to be updated to document that the district has adequate capacity to serve CCR F2. This capacity analysis will be completed to ensure the inclusion can be adequately served by existing district infrastructure, or if additional infrastructure by the developer is required.

A district-wide capacity analysis is currently being worked on. This will assist in determining what, if any, capital improvements are necessary for the CCRF1 Inclusion Agreement.

The capacity analysis has been completed and submitted to the district for consideration. This capacity analysis is a district-wide model that should be updated with the addition of any new development.

**No work this period.**

## **3. Ridgeview Estates**

This subdivision has gained Initial Acceptance.

**No work this period.**

## **4. Epic Estates**

Element attended a meeting discussing water rights and potential water treatment for the proposed development.

Element attended an inclusion meeting at the CLA offices to discuss the Epic Estates inclusion process and needed information. We specifically requested water quality results from Epic's raw water wells. A sampling and testing battery of necessary information was sent to Epic Estates.

**No work this period.**

5. Horse Creek Retreat

No work this period.

OTHER PROJECTS:

1. Water Model

No work this period.



**Ramey Environmental Compliance, Inc.**  
Management and Operation Solutions for  
Water and Wastewater Treatment  
**303-833-5505**

PO Box 99, Firestone, Colorado 80520  
email: [contact.us@RECinc.net](mailto:contact.us@RECinc.net)  
[www.RECinc.net](http://www.RECinc.net)

**Greatrock North Water & Sewer District**  
**ORC Report**  
**March 5, 2024**

Rocking Horse Farms Tank Fill Valve

The RHF Tank fill valve is experiencing ongoing issues with automatic control. REC and TLECC verified the issues are not electrical or SCADA control problems. A local CLA-Valve representative was contacted to schedule a site visit to inspect the valve to determine the best course of action moving forward. In the meantime, tank fill is being manually controlled by REC.

Update – Local CLA-Valve Representative, Pipestone Equipment, onsite to access RHF fill valve. Pipestone Equipment believes the control issues are due to an internal pressure loss through the internal components of the valve. REC is coordinating with Element Engineering to develop a plan to isolate the valve for inspection. Presently there is no isolation valve within the PRV pit, and no valves are indicated on plant drawings. Repair and/or replacement will need to take place during low demand season due to the inability to fill the tank while the valve is out of service.

Update – Site walk-through is scheduled for the first week of January with Element Engineering to review site layouts and develop plans for repairs.

Update – Site walk-thru completed with Element Engineering and Moltz Construction. After reviewing of site layout and plans it is confirmed there is no known isolation valve for the RHF tank fill valve. Element Engineering and REC developing plans for repair, but it is likely an insertion-type isolation valve will need to be installed before the replacement of the RHF fill valve.

Update – Element Engineering is developing the scope of work for Moltz Construction to repair.

Update – Element Engineering has completed drawings for valve replacement work.



### RO Building Decommissioning

REC, Element Engineering, and Moltz construction are working together to locate the currently unknown source of water that is supplying back-pressure to the old RO treatment building. The backpressure source will need to be located and isolated prior to being able to complete the decommissioning of the old RO building.

Update 11/27/23 NCC onsite working on replace the leaking South Tank valve. Work anticipated to be completed by 11/30/23.

Update 11/30/23 Valve replacement work has been completed and RO decommissioning scheduled for January 2024.

Update – REC ESD began removing the RO skid and associate equipment the week on 2/9/24 and completed the project the week of 2/12/24.

### Augmentation

On 12/29/23 BBA water requested augmentation be set to 30 gpm and shut down on January 2, 2024. Augmentation set to 30 gpm on 12/29/23 and shut down on January 2, 2024.

### Additional Activities

Completed the annual EDOP report for the brine ponds.

Completed new water line inspection at 28505 Kenosha Ct

Water Quality

Month	ALV 1		ALV2		BECR		RHF		GRN	
	TDS mg/L	Hardness mg/L	TDS mg/L	Hardness mg/L	TDS mg/L	Hardness mg/L	TDS mg/L	Hardness mg/L	TDS mg/L	Hardness mg/L
Jan-24					185	27	225	44	216	42
Dec-23					191	29	213	24	237	28
Nov-23					322	44	167	18	170	23
Oct-23	1283	646	1280	632	119	16	162	26	174	27
Sep-23					140	18	135	21	142	22
Aug-23					256	73	173	17	267	77
Jul-23	1230	559	1265	554	303	92	217	84	340	63
Jun-23					147	17	174	22	152	14
May-23					181	36	213	30	189	139
Apr-23	1002	537	1055	537	216	36	253	34	233	134
Mar-23					229	69	505	166	442	165
Feb-23	1095	552	988	549	341	122	326	106	322	113
Jan-23					360	103	369	126	387	131
Minimum	1002	537	988	537	119	16	135	17	142	14
Maximum	1283	646	1280	632	360	122	505	166	442	165
Average	1153	574	1147	568	230	52	241	55	252	75

**Certificate Of Completion**

Envelope Id: 45FB8CA955454D3DA5A8BAB330F56786	Status: Completed
Subject: Complete with DocuSign: Greatrock North WSD - MINUTES - 03-05-2024 Regular Mtg (exec copy).pdf	
Client Name: Greatrock North WSD	
Client Number: A179912	
Source Envelope:	
Document Pages: 18	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Cindy Jenkins
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Cindy.Jenkins@claconnect.com
	IP Address: 65.59.88.254


**Record Tracking**

Status: Original	Holder: Cindy Jenkins	Location: DocuSign
4/8/2024 2:32:48 PM	Cindy.Jenkins@claconnect.com	

**Signer Events**

Brian Rogers  
 brian@rogershvac.com  
 Corporate Secretary  
 Rogers & Sons, Inc.  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
 C370CF2BC783493...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 50.234.210.139

**Timestamp**

Sent: 4/8/2024 2:34:39 PM  
 Viewed: 4/8/2024 3:19:03 PM  
 Signed: 4/8/2024 3:20:12 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 4/8/2024 3:19:03 PM  
 ID: 982fc4c2-9e1d-4566-82d4-6e6be9db2531

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Andrea Bobb abobb@wbapc.com Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 4/8/2024 3:20:13 PM
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Andie Eckstrum aeckstrum@wbapc.com Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 4/8/2024 3:20:13 PM Viewed: 4/8/2024 3:20:59 PM
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Carbon Copy Events	Status	Timestamp
CLA File Management SDRRecordsRetention@claconnect.com Security Level: Email, Account Authentication (None)	COPIED	Sent: 4/8/2024 3:20:14 PM Viewed: 4/9/2024 12:16:23 PM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 10/5/2023 9:27:44 AM ID: 2eeab7cf-9041-488d-bed0-8baedf289723		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/8/2024 2:34:39 PM
Certified Delivered	Security Checked	4/8/2024 3:19:03 PM
Signing Complete	Security Checked	4/8/2024 3:20:12 PM
Completed	Security Checked	4/8/2024 3:20:14 PM

Payment Events	Status	Timestamps
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**Electronic Record and Signature Disclosure**

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