

Pagosa Area Geothermal Water and Power Authority
Board of Directors Meeting
July 14, 2014, 5:30 pm
Archuleta County Courthouse

Members Present:

Steve Wadley
Clifford Lucero
Donald Volger
David Schanzenbaker
Michael Whiting
John Eagan

Members Absent:

None

Staff present:

Todd Starr
Greg Schulte
Bentley Henderson

Note:

The meeting held on this date was the first meeting of the Board. As such, fundamental organizational actions were the first taken. The meeting was called to order at 5:35 pm by Interim Town Manager Greg Schulte. The first order of business was to appoint a chair. Following discussion, Steve Wadley nominated Clifford Lucero as chair. The motion was seconded by Donald Volger with an amendment that the appointment only be for this first meeting, with formal appointments to be considered once the seventh member of the Board had been selected and officers installed. The motion passed unanimously.

The floor was then opened for nominations for Secretary. Recognizing that the Authority documents did not require that the Secretary be a member of the Board of Directors, Wadley nominated County Administrator Bentley Henderson as Secretary, again just for the one meeting, the nomination passed by unanimous vote.

Item 1

Roles and responsibilities for administration of the Geothermal Authority

Phone conferenced in from Durango (5:40 pm) was Department of Local Affairs (DoLA) Regional Manager Ken Charles, and from Denver, DoLA representative Jarrod Biggs. Charles and Biggs had requested time on the agenda to advise the Board of the responsibilities of the creation and administration of an Authority. They indicated that the Authority was essentially a local government and needed to be administered as such. Biggs provided to the Board a written summary of the responsibilities to include providing to the Department a copy of the signed Authority Agreement with a contact name and number. Staff was charged with follow-through of the items listed on the documents supplied by Biggs. Biggs then inquired as to the structure of the Board and was informed that at this point there essentially was no structure with that to follow at subsequent meetings. Conversation

continued around bonding of officers and insurance for the Authority. County Attorney Starr indicated that the Commissions (acting as Authority Board members) would be covered by the surety they had in place as Commissioners, and indicated that the Town might want to check into their coverage as Town Council members. It was concluded that the respective staff members would contact their insurance carriers to get liability insurance quotes for the Authority.

Biggs/Charles, indicated that there are fundamental things that need to be taken care of those being identification of a custodian of records, establishment of financial management protocols, defining signature authority, and general administration. It was reinforced that these were public meetings and that the body was a public body and therefore subject to open meetings and open records and that the Authority needed to take that responsibility seriously. Discussion ensued regarding the finances of the Authority and the development of the budget, Charles stated that while it was not critical at this point, a budget for 2015 at the very least would need to be developed.

Item 2

Process for the selection of the seventh member

It was agreed that the process needed to be very transparent, and that the most effective way to solicit responses was to pursue applicant through a newspaper ad. To accomplish this effort, each of the sitting board members will develop a profile, submit it to their respective staff where those profiles will be collated synthesized and submitted to the paper for solicitation. Staff will be responsible for the operational components of the solicitation. Conversation ensued around the duties of the Authority Board, and the relationship between the Authority and the operating entity.

Item 3

Status of DoLA and DOE grants

A brief update as to the status of those grants was provided. Staff indicated that they would be traveling to Durango to participate in grant hearings for DoLA grant, and that the DOE grant had already been awarded.

Item 4

Other items of Board interest

Appointment of fiduciary agent – it was agreed that the County would act as the fiscal agent for the Authority.

Records management – The town will act as the custodian of records with the understanding that the responsibility for the recordation of meetings will be shared by the Town and the County.

Meetings schedules – Eagan made a motion that for the rest of 2014, meetings will be held monthly on the 2nd Monday of the month at 5:30 pm, the motion was seconded by Wadley. Meetings will rotate between the County Courthouse and Pagosa Springs Town Hall, with those meeting occurring in even months at Town Hall and those meetings occurring in odd months taking place at the Courthouse. The motion passed unanimously.