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**PAGOSA SPRINGS SANITATION  
GENERAL IMPROVEMENT DISTRICT  
MEETING MINUTES  
THURSDAY, DECEMBER 19, 2013  
Town Hall Council Chambers  
12:00 P.M.**

- I. CALL MEETING TO ORDER** – Board Chair Aragon, Board Member Cotton, Board Member Lattin, Board Member Schanzenbaker, Board Member Volger
- II. APPROVAL of MEETING MINUTES FROM DECEMBER 3 & 12, 2013** – The minutes were approved as read.
- III. OLD BUSINESS**
  - 1. PAWSD/Town Pipeline** – Letter to proceed with the project was signed and given to Hammerlund Construction. Staff has contacted one of the easement property owners (Martinez) and is working on getting a previous survey to assist in the pipeline project. Staff has also contacted LPEA and started the process of determining the best route to take to obtain power for pump station #1. The load calculation sheet has been completed and as soon as LPEA can provide an estimate, staff will add that amount to the budget for the project. PAWSD is responsible for the pump station #2 work, however the GID will be financially responsible.
- IV. DEPARTMENT HEAD REPORT**
  - 1. District Report** - For 2013, a total of 4 new sewer taps were completed with a total of 16 equivalent units. The average daily effluent flow rate for November was 327,000 gallons per day. Thus far the extreme cold weather has been a challenge, but has not had the negative effects it did last year with freeze ups. The facility is at 60% hydraulic and 25% organic capacity. No clogs were found this month in the collection system and a small amount of collection system maintenance was performed. Staff also completed the sewer tap for the Tractor Store. All fees have been paid and the \$9,000 cost recovery check was delivered to Archuleta County. Staff performed maintenance on the vacuum/jet truck. Staff switched geothermal supply back to river water from potable water on December 10, 2013 and everything seems to be running smoothly. Staff continues to monitor the seven private wells on a monthly basis and share the information with the appropriate owners. Staff is also in the process of doing a software and firmware upgrade to all of the logging devices which will fix some of the bugs in the devices.
- V. APPROVAL OF NOVEMBER FINANCIAL STATEMENT AND ACCOMPANYING PAYMENTS** – Board Member Volger moved to approve November financial statement and accompanying payments, Board Member Lattin seconded, unanimously approved.
- VI. NEXT BOARD MEETING JANUARY 7, 2014 AT 5:00PM**
- VII. ADJOURNMENT** - Upon motion duly made, the meeting adjourned at 12:05pm.