

Norwood Water Commission  
Tuesday, July 14<sup>th</sup>, 2020 – Regular Meeting  
Norwood Community Center 7:00pm

**Call to Order:**

Vice Chairman – Finn Kjome called the meeting of the Norwood Water Commission to order at 7:02pm. The Norwood Water Commission of San Miguel County, State of Colorado, met in regular session at the Norwood Community Center, 1670 Naturita Street, Norwood, Colorado. Those being present were as follows:

**Present:** Vice Chairman – Finn Kjome, Jim Wells, John Owen, Ron Gabbett, Mike Grafmyer

**Staff:** Patti Grafmyer – Administrator and Shawntel Darby – Secretary

**Absent:** Chairman – Jim Jensen and Tim Lippert – ORC

**Others:**

**Review/Consider Consent Agenda:**

There was a **Motion** by Finn Kjome to approve the June 9<sup>th</sup> minutes and July 2020 bills and accounts as presented. Mike Grafmyer seconded the **motion**. All voted **yes. Motion passed.**

**Board Member Additions to Agenda:**

Mike said that Tim thinks the water break was due to fire hydrant testing. Mike feels the trucks heading that way probably contributed as well. We did not lose a lot of water with the break as it was caught in time. Tim recommends we ask the fire department to stop testing. Mike Grafmyer made a **motion** to ask the fire department to suspend testing on fire hydrants until we can discuss the situation with them. John Owens seconded the **motion**. All voted **yes. Motion passed.**

**New Business:**

Application for Water Tap 2111 CR Y43 – Julie McCallen

- a) Board decision on line size for extension.

The regulations state that the line has to be 6 inches minimum. Existing lines stop 250 feet from the McCallens and it is a 2 inch line. The closest line to the east is on Y45. Mike Grafmyer made a **motion** to follow Tim's recommendations. Ron Gabbett seconded the **motion**. All voted **yes. Motion passed.**

**NORWOOD WATER COMMISSION  
ACCOUNTS PAYABLE JULY 2020**

pd	22	5140280	AT&T Mobility	Cell Phones	\$	176.51
pd	52	5140280	Brainstorm Internet	monthly service	\$	22.93
pd	1138	5140280	Clarnetworkx	Monthly Service	\$	60.00
pd	110	5140280	Centurylink	Treatment Plant Phone	\$	69.47
pd	111	5140630	Colorado Analytical	TTHM & HAA5	\$	230.00
pd	992	5140245	Coaches Mother	Shipping	\$	59.64
pd	150	5140310	E & M Electrical Service	Plugs and labor for chlorine pumps	\$	137.64
pd	215	5140250	HACH	Chemicals	\$	1,000.43
pd	495	5140620	Image Net Consulting	Copier Maint 3rd Qtr & color copies	\$	143.45
pd	335	5140630	MCHD	Coliform & E. coli testing	\$	40.00
pd	340	5140240	Quill	Office Supplies	\$	77.95
pd	375	5140255	Sam's Service	fuel	\$	133.78
pd	405	5140275	San Miguel Power	treatment plant	\$	1,642.26
pd	405	5140275	San Miguel Power	water meter	\$	26.93
pd	405	5140275	San Miguel Power	blue tank	\$	21.00
pd	405	5140275	San Miguel Power	coventry tank	\$	21.00
pd	405	5140275	San Miguel Power	master tank/10,000	\$	62.63
pd	405	5140275	San Miguel Power	162 Gurley Dr	\$	45.52
pd	170	5140630	SGS Accutest Lab	TOC Test, SUA Lab Filter	\$	296.96
pd	434	5140480	Silver Springs Trout Farm	Triploid Grass Carp	\$	435.00
	438	5140310	Superior Fire Protection	Annual Fire Extinguisher Insp.	\$	39.66
pu	21	5140480	Timberline Ace Hardware	hardware	\$	47.17
pd	465	5140110	Jacob Carver	monthly wages	\$	1,562.48
pd	465	5140110	Patti Grafmyer	monthly wages	\$	1,246.76
pd	465	5140110	Roger Burnett	monthly wages	\$	3,284.39
pd	465	5140110	Shawntel Darby	monthly wages	\$	1,320.00
pd	465	5140110	Tim Lippert	monthly wages	\$	2,144.78
pd	465	5140110	Trevis Kozey	monthly wages	\$	1,453.52
pd	465	5140270	Town	Reimburse Fica	\$	842.41
pd	465	5140132	Town	reimb health insurance	\$	1,890.00
pd	465	5140290	Town	reimb for postage	\$	250.00
pd	955	5140132	United Life Ins	Employee Life Insurance	\$	101.27
pd	491	5140250	USA Blue Book	Inverted Paint	\$	76.31
pd	1021	5140250	West Elk Supply	Cylinder monthly rent	\$	125.00

**TOTAL** \$ 19,086.85

**NORWOOD WATER COMMISSION**  
**P.O. Box 528, Norwood, CO 81423**  
**(970) 327-4288**  
**(970) 327-0451 FAX**

RECEIVED  
6-16-20

**APPLICATION FOR NEW WATER SERVICE**

**PROCEDURES**

- A. Submit a completed Application for New Water Service, vicinity map of tap location, Proof of ownership, and a \$50 non-refundable Application Fee payable to "Norwood Water Commission."
- B. The Public Works Director will review each new water service request. If the Director has technical concerns about the feasibility of service, he will request the Customer to submit an Engineering Feasibility Study together with a \$500 Deposit for Engineering Review.
- C. Upon Commission determination that the requested service is feasible, a Customer shall submit a Water Service Contract, in a form provided by the Water Commission and pay the applicable Plant Investment Fee. The Plant Investment Fee does not include the cost of materials or installation of meter(s) or Service Line(s). The applicant has 30 days after date of approval to purchase the water tap.

DATE 6-16-2020

APPLICATION FEE PAID \$

\$ 50<sup>00</sup>

Red  
CRB #  
079425

OWNER/APPLICANT'S NAME

Julie McCallen

PHONE #

303-720-0001

PARTY TO EXECUTE WATER SERVICE CONTRACT:

Julie McCallen

WATER SERVICE ADDRESS:

2111 CR 443 Norwood

(Attach vicinity locator map 8.5"X11" Project Location.)

BILLING ADDRESS:

6400 S. Fiddlers Green Cir. Suite 200  
Greenwood Village, CO 80111

DESCRIBE THE TYPE OF SERVICE REQUESTED, INCLUDE: NUMBER OF BUILDINGS; SIZE OF EACH BUILDING, USE OF EACH BUILDING; IF A MOTEL OR HOTEL, NUMBER OF ROOMS; NUMBER OF BATHROOMS AND THEIR FIXTURES; TYPE OF AND NUMBER OF LAUNDRY FACILITIES; AND TYPE OF AND NUMBER OF OTHER WATER FIXTURES. (IF MORE ROOM IS NEEDED TO DESCRIBE THE PROPERTY, PLEASE USE REVERSE SIDE.)

NUMBER OF RESIDENCES TO BE SERVED?

1

- single home, 2300 ft<sup>2</sup>

**PROPERTY LIEN:** In the event any user of Commission water service fails to pay the rates, fees, and/or other charges fixed by the Commission for the Connection to the facilities of the Commission, such rates, fees and/or charges may be certified by the Secretary of the Commission to the County to become a lien upon the real property served, and may be collected as if they were part of the taxes upon said real property.

All Applicants for water service are deemed to have read the Commission's Rules and Regulations prior to applying for service. By applying for Commission water service, Customers agree to the terms and conditions contained therein, which are incorporated by reference in this Application.

The facts stated in this Application are accurate to the best of my knowledge.

By:   
Property Owner/Applicant

Date 6-16-2020

To: Norwood Water Commission

From : Tim Lippert,ORC

Re: Request for water service at 2111 cr-y 43

Dear Board Members,

After review I found,

(1 The owners of the property are requesting service.

(2 A water mainline does not front their property but is approximately 200'+ from a 2" watermain.

Therefore I would recommend you approve this request with a mainline extension (2") then bore the county road with their service. All cost will be on the requester

Sincerely

Timothy W. Lippert, ORC

Norwood Water Commission

July 9,2020

## APPENDIX E

### **Water Conservation & Drought Plan**

#### **Normal Conditions:**

On a year that Norwood and the surrounding area is experiencing normal water conditions the Norwood Water Commission encourages our customers to use the following plan for outside watering to curtail the stress on the infrastructure and equipment; Those customers residing in the Town of Norwood, conduct their outside watering on even calendar days and those customers residing in the rural, conduct their outside water on odd calendar days. Every other day outside watering helps alleviate the stress on the infrastructure and equipment. The Norwood Water Commission encourages their customers to not conduct any outside watering during the heat of the day (9 a.m. to 5 p.m.) as a conservation measure.

Water Dispensary customers would be allowed to purchase no more than 7,000 gallons of water per month.

On a dry year the Norwood Water Commission shall inform all customers that outside watering shall only be conducted at before 9 a.m. and after 5 p.m. on the proper designated calendar day.

Water Dispensary customers will be allowed to purchase no more than 5,000 gallons of water per month.

### **Water Restrictions**

#### **Dry to Drought Conditions:**

Per the Norwood Water Commission's Rules and Regulation, Article XII, water usage practices will change from conservation to restriction whenever, in the opinion of the Board, there is a shortage of water, whether caused by equipment limitation or failure, fire, or drought conditions, the Board has the authority to restrict use of water in the following sequence.

- Restriction of non-essential uses including lawn irrigation but allowing trees and shrubs to be watered once a week. Water Dispensary customers will be allowed to purchase no more than 4,000 gallons of water per month.
- Restriction of all but domestic/household use and use essential for agricultural, industrial, or commercial enterprises. Water Dispensary customers will be allowed to purchase no more than 3,500 gallons of water per month.
- Restriction of all but domestic/household use. The Norwood Water Commission may discontinue the operation of the Water Dispensary until such time as the Board deems there is sufficient water for the customers connected to our system.

**In an emergency, the Public Works Director/ORC, has the authority to restrict the use of water without Board action.**

# NORWOOD WATER COMMISSION

## REGULAR SCHEDULED MEETING

Tuesday July 14th, 2020  
7:00 PM 1670 Naturita Street  
Norwood Community Center

### A G E N D A

**Patti Grafmyer is inviting you to a scheduled Zoom meeting.**

**Topic: Norwood Water Commission**  
**Time: Jul 14, 2020 07:00 PM Mountain Time (US and Canada)**

#### Join Zoom Meeting

**<https://us02web.zoom.us/j/88960814254?pwd=U0IzcFYzM2lBTlhoyYzhLdWVJbCs3QT09>**

**Meeting ID: 889 6081 4254**

**Password: 304412**

#### One tap mobile

**+16699006833,,88960814254#,,,,0#,,304412# US (San Jose)**

**+12532158782,,88960814254#,,,,0#,,304412# US (Tacoma)**

#### Dial by your location

**+1 669 900 6833 US (San Jose)**

**+1 253 215 8782 US (Tacoma)**

**+1 346 248 7799 US (Houston)**

**+1 929 205 6099 US (New York)**

**+1 301 715 8592 US (Germantown)**

**+1 312 626 6799 US (Chicago)**

**Meeting ID: 889 6081 4254**

**Password: 304412**

**Find your local number: <https://us02web.zoom.us/u/kbnntYEIIq>**

- I) Call Meeting to Order:
- II) Review/Consider Consent Agenda
  - a) Minutes of June 9<sup>th</sup>, 2020
  - b) July 2020 Bills & Accounts

- III) Board Member Additions to Agenda: (if any)
- IV) Public Walk-In Period:
- V) New Business:  
Application for Water Tap 2111 CR Y43- Julie McCallen
  - a) Board decision on line size for extension.
- VI) Old Business:
  - a) System Water Conservation & Drought Plan-Discussion.
- VII) Staff Reports/ Announcements
  - a) Public Works Directors Report
    - 1. Chlorine & Turbidity Reports/Fluoride Report/Submitted
    - 2. Water Production versus Usage
  - b) Board Members Reports
  - c) Administrative Reports
- VIII) Adjourn: