

PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON APRIL 8, 2019 AT 7:00 PM. AT THE DISTRICT OFFICE, 2517 SOUTH FLOWER STREET, LAKEWOOD, CO, 80227-2912.

CALL TO ORDER

Presiding: Chairman Miller

ROLL CALL

Present:	Dale L. Miller	President and Chairman
	Barbara J. Coria	Vice-President and Vice-Chairman
	Charles W. "Charlie" Dwyer	Treasurer
	Linda M. Larsson	Director
	Neil A. Johnson	Director

Also Present:	Jan C. Walker	District Manager/Board Secretary
	Barney J. Fix, PE, PMP, VP	District Engineer, Merrick & Company
	Nicole Finco	Legal Counsel, Spencer Fane, LLP

Excused Absences:	Russell W. Dykstra	Legal Counsel, Spencer Fane, LLP
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ACCEPTANCE OF MINUTES

R-19-020 RESOLVED, upon motion by Treasurer Dwyer seconded by Vice-Chairman Coria and unanimously carried that the Minutes of the Regular Meeting of March 11, 2019, were approved.

CALL TO PUBLIC / PUBLIC PRESENTATIONS – None

DISTRICT ENGINEER'S REPORT

2019 Field Operations and Maintenance (O&M)

T-19-020 DISCUSSION. District Engineer Fix reported the O&M meeting with staff was held on April 8, 2019. C&L Water Solutions has inspected 92% of the valves and 50% of the hydrants but has not invoiced the District for the inspections.

Inflow and Infiltration Study

T-19-021 DISCUSSION. District Engineer Fix reported that he will be meeting with the SmartCover representative on May 1, 2019 to make sure that the system is working properly. One of the manholes was recently discovered to be too low which caused water to pond over the top, affecting the sensor and signal. C&L Water Solutions will raise the manhole frame so that the SmartCover system will not be affected by stormwater inflow and may receive an accurate signal.

PROCEEDINGS

MINUTES, APRIL 8, 2019

PAGE 2

Fire Hydrant Design

T-19-022 DISCUSSION. The Carr Street Development contractor has completed the four hydrants that were required for the development.

The District Engineer has asked for additional pricing from Diaz Construction Group for the installation of the fire hydrant to be located near 10701 Morrison Road.

Morrison Road/Hodgson Park Waterline Design

T-19-023 DISCUSSION. The pre-construction meeting for the Hodgson Park Waterline will be held on Friday, April 12, 2019 at 2:00 p.m. at the District office. The District awarded the contract to Diaz Construction in the amount of \$286,320.50 at the March 13, 2019 Board meeting.

Approve Letter of Abandonment of Easements and Rights-of-Way for Schnell Property Development

R-19-021 RESOLVED, upon motion by Treasurer Dwyer, seconded by Director Johnson and unanimously carried, that easements and rights-of-way within the Schnell Property Development be abandoned contingent upon review and approval of legal counsel to execute the Abandonment Agreement.

Preceding this action, District Engineer Fix reported that the City of Lakewood has requested that the District vacate all easements and rights-of-way within the Schnell property to be developed before the City of Lakewood will allow the platting of the property. The District has a water line that is in the existing right-of-way of Duquesne; however, the waterline can be “cut off” in the not-vacated portion of Duquesne at the valve just past the hydrant. District Engineer Fix will request that the Owner agrees to cut off the pipe and accept responsibility of the abandoned line.

Hoyt / Wesley Water Line

T-19-024 DISCUSSION. This project is the extension of the Hodgson Park water line. The water line will go north in Hoyt Court to West Wesley Drive then east in Wesley Drive to South Hoyt Street. The District will be upsizing the existing lines in these streets from 8-inch to 12-inch lines. The District Engineers have completed the utility surveying and potholing of the existing utilities for this project and have started the design work.

Acceptance of the District Engineer’s Report

R-19-022 RESOLVED, upon motion by Director Johnson, seconded by Director Larsson and unanimously carried, that the District Engineer’s Report be accepted.

Preceding this action, the District Engineer’s report of activities for March 2019 was presented. A copy is attached hereto and made a part of the record.

TREASURER'S REPORT

Approval of Payment of Invoices and Payroll

R-19-023 RESOLVED, upon motion by Director Larsson, seconded by Vice-Chairman Coria, and unanimously carried, the payment of invoices and payroll presented in the amount of \$182,737.39 was approved. A list is attached hereto and made a part of the record.

Preceding this action, Treasurer Dwyer reported that upon review of the checks, Automated Clearing House (ACH) payments and payroll, he found them to be in order for approval by the Board. This amount includes Metro Waste Water Reclamation District Tap fees of \$102,480.00 for the first quarter of 2019.

Acceptance of the Treasurer's Report

R-19-024 RESOLVED, upon motion by Vice-Chairman Coria, seconded by Director Johnson and unanimously carried, that the Treasurer's Report based on unaudited financial reports as of March 31, 2019 was accepted as presented. A copy is attached hereto and made a part of the record.

Preceding this action, Treasurer Dwyer reported that a negotiable CD had matured and a FHLMC had been called in March. The District purchased another FHLMC and moved the funds from the matured CD into CSAFE CORE. District Manager added that an additional amount had also been transferred to CSAFE CORE from water and sewer tap fees that were received in March.

Approve 2019 Amendment to Investment Policy

R-19-025 RESOLVED, upon motion by Treasurer Dwyer, seconded by Director Johnson and unanimously carried that the 2019 amendment to the Investment Policy is approved contingent upon giving Treasurer Dwyer the authority to update the language regarding the safekeeping of investments in Section VI-B of the investment policy.

Preceding this action, it was determined that Wells Fargo Safekeeping will no longer publish the Service Organization Internal Controls Report. Language in the Investment Policy was changed to require the District to annually obtain the report if the report is available from the Safekeeping Institution.

LEGAL COUNSEL'S REPORT

Approve Sanitary Sewer Easement with Southampton Condominiums and Townhomes HOA

R-19-026 RESOLVED, upon motion by Treasurer Dwyer, seconded by Director Larsson and unanimously carried that the sanitary sewer easement with Southampton Condominium and Townhomes HOA be accepted.

Preceding this action, it was determined that the Southampton HOA will sign a temporary construction agreement with the Carr Street Townhome developers. The Sanitary Sewer easement between Southampton HOA and the District will allow Bear Creek Water and Sanitation District to maintain the sewer line, after acceptance of the sewer main by the District, which will be after the one-year warranty period following inspection of the construction of the line. The easement has been reviewed and accepted by Legal Counsel Dykstra.

PROCEEDINGS

MINUTES, APRIL 8, 2019

PAGE 4

LEGAL COUNSEL'S REPORT – [CONTINUED FROM PAGE 3]

2019 Legislative Update

T-19-025 DISCUSSION Ms. Finco gave an update on the legislature.

HB19-1108 -The bill regarding Nonresident Electors and Special Districts has been postponed indefinitely.

HB19-1087 - Local Public Meeting Notices to be Posted on Website-The bill allows a local government to post the notices on the local government's website. The notices are accessible to the public at no charge. The notices shall be searchable, if feasible, by type of meeting, date and time of meeting, and agenda contents. A local government that posts notices of public meetings on its website may continue to post the notices in a physical location but is not required to do so. This bill has been sent to Governor Polis for signature.

DISTRICT MANAGER'S REPORT

2019 Sewer Billing

T-19-026 DISCUSSION. District Manager Walker reported that the sewer bills for 1st Quarter 2019 will be sent out to District customers before April 15, 2019.

Special Districts Association (SDA) Management and Board Member Training.

T-19-027 DISCUSSION. SDA is offering Workshops in June for Management and Board Member training. District Manager Walker and Directors Johnson and Larsson indicated that they would attend the training session on June 7, 2019.

Human Resources Subcommittee

T-19-028 DISCUSSION. District Manager Walker has provided a Draft Personnel Policy to the Board of Directors for review. District Manager Walker has also provided a list of proposed changes to the Personnel Policy for review by the Board of Directors including adding Retiree Health Benefit Coverage and Short-Term Disability Coverage by Colorado Employers Benefit Trust (CEBT).

The District Manager's report of activities for March 2019 was presented, a copy of which is attached hereto and made a part of the record.

DIRECTOR'S REPORT - NONE

PROCEEDINGS

MINUTES, APRIL 8, 2019

PAGE 5

ADJOURNMENT

C-19-004 CONCURRENCE. Nothing further being presented to the Board, Chairman Miller declared the meeting adjourned.

Dale L. Miller, President and Chairman

ATTEST:

Jan C. Walker, Secretary, Board of Directors

SEAL