

PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON JANUARY 13, 2020 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
	Charles W. "Charlie" Dwyer	Treasurer
	Linda M. Larsson	Director
By Telephone:	Barbara J. Coria	Vice-President and Vice-Chairman
Also Present:	Jan C. Walker	District Manager/Board Secretary
	Barney J. Fix, PE, PMP, VP	District Engineer, Merrick & Company
	Russell W. Dykstra	Legal Counsel, Spencer Fane, LLP
Excused Absences:	Neil A. Johnson	Director

Approve Excused Absence for Director Johnson

R-20-001 RESOLVED, upon motion by Treasurer Dwyer seconded by Director Larsson and unanimously carried that Director Johnson receive an excused absence.

ACCEPTANCE OF MINUTES

R-20-002 RESOLVED, upon motion by Treasurer Dwyer seconded by Vice-Chairman Coria and unanimously carried that the Minutes of the Regular Meeting of December 9, 2019 were approved with a minor revision.

CALL TO PUBLIC / PUBLIC PRESENTATIONS - None

DISTRICT ENGINEER'S REPORT

2020 Field Operations and Maintenance (O&M)

T-20-001 DISCUSSION. District Engineer Fix reported that the O&M meeting with staff was held on Wednesday, December 11, 2019 at 11:30 a.m. The next O&M Board meeting with the Board of Directors and staff will be held Wednesday, February 19, 2020 at 11:00 a.m. The 2020 O&M contracts have been signed. District Engineer Fix also reported that the Bid Opening for the 2020 Westgate Sewer Rehabilitation Project is scheduled to be held on February 21, 2020 at 10:00 a.m. at the District office.

Fire Hydrant Design

T-20-002 DISCUSSION. Diaz Construction Group installed the fire hydrant in December 2019, located near 10701 Morrison Road as part of the Morrison Road/Hodgson Park waterline project.

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DISTRICT ENGINEER'S REPORT [CONTINUED FROM PAGE 1]

Morrison Road/Hodgson Park Waterline Project

T-20-003 DISCUSSION. The waterline project construction started on October 3, 2019. The construction has been completed through Hodgson Park. The District is moving the water line to the South side of Morrison Road since another communications line had been installed on the North side of Morrison Road. The City of Lakewood has stated that they will approve the construction change so the project can move forward.

Hoyt / Wesley Water Line

T-20-004 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, this project will also replace an 8 inch main in West Wesley Place that will run from the intersection of W. Wesley Place and Hoyt Court West for 200 feet. The design plans have been submitted to the City of Lakewood for review. After the District receives comments from the City of Lakewood, the District will submit the plans to Denver Water.

Acceptance of the District Engineer's Report

R-20-003 RESOLVED, upon motion by Treasurer Dwyer, 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 December 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-20-004 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 \$114,578.96 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.

Approval of Treasurer's Report

R-20-005 RESOLVED, upon motion by Director Larsson, seconded by Vice-Chairman Coria and unanimously carried, that the Treasurer's Report based on unaudited financial reports as of December 31, 2019 was accepted as presented. A copy is attached hereto and made a part of the record. Preceding this action, Treasurer Dwyer reviewed the 2019 Quarter 4, Budget to Actual Report.

INSURANCE COMMITTEE

Authorize an Additional \$383.00 to the 2020 Property and Liability Insurance Premium to Add the \$5,000 Hail Deductible Endorsement

R-20-006 RESOLVED, upon motion by Director Larsson, seconded by Vice-Chairman Coria and unanimously carried the District authorize an additional \$383.00 to the 2020 Property and Liability Insurance Premium to add the \$5,000 Hail Deductible Endorsement for 2020.

LEGAL COUNSEL'S REPORT

May 5, 2020 Board of Directors Election

Legal Counsel Dykstra reported that the Election Notices for the May 5, 2020 Board of Directors Election will be published by the end of January 2020. The Self-Nomination forms for persons interested in serving on the Board of Directors will need to be returned to the Designated Election Official, Jan C. Walker, by February 28, 2020.

There will be four Board positions to be elected in 2020 as follows:

Two - 3-Year Terms 2020-2023 and

Two - 2-Year Terms 2020-2022

Treasurer Dwyer announced that he will not be seeking re-election in 2020.

DISTRICT MANAGER'S REPORT

Denver Water Lead Service Line Inventory Program

District Manager Walker reported that Denver Water has received the Variance from the EPA for their Lead Service Line Replacement Program. District Manager Walker and District Engineer Fix met with Denver Water representatives on December 19, 2019 regarding the list of thirteen properties within the District boundaries that Denver Water had suspected may have lead service lines. Denver Water has determined (from the information including inspection reports provided by the District) that it is safe to assume that Bear Creek Water and Sanitation District does **NOT** have homes with lead service lines and the list of thirteen properties will be removed from the Denver Water list for the pitcher filter program.

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

DIRECTOR'S REPORT - NONE

C-20-001 CONCURRENCE. Nothing further being presented to the Board, Chairman Miller declared that the meeting be adjourned.

Dale L. Miller, President and Chairman

ATTEST:

Jan C. Walker, Secretary, Board of Directors

SEAL