

PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON SEPTEMBER 14, 2020 AT 7:00 PM. DUE TO THE COVID-19 SITUATION AND STATE OF COLORADO AND CDPHE ORDERS AND RECOMMENDATIONS REGARDING PUBLIC MEETINGS, THE MEETING WAS HELD USING THE ZOOM APPLICATION.

CALL TO ORDER

Presiding: Chairman Miller

ROLL CALL

Present:	Dale L. Miller	President and Chairman
	Neil A. Johnson	Vice-President and Vice-Chairman
	Barbara J. Coria	Treasurer
	Samuel E. Hundley	Director
	Linda M. Larsson	Director

Also Present:	Jan C. Walker	District Manager/Board Secretary
	Barney J. Fix, PE, PMP, VP	District Engineer, Merrick & Co.
	Russell W. Dykstra	Legal Counsel, Spencer Fane, LLP

Excused Absences: NONE

CALL TO PUBLIC / PUBLIC PRESENTATIONS – The video meeting was set up to be publicly accessible and the agenda gave information for the public to participate if they chose to do so.

ACCEPTANCE OF MINUTES

R-20-052 RESOLVED, upon motion by Treasurer Coria seconded by Director Hundley and unanimously carried that the Minutes of the Regular Meeting of August 10, 2020 were approved with a minor revision.

DISTRICT ENGINEER'S REPORT

2020 Field Operations and Maintenance (O&M)

T-20-052 DISCUSSION. District Engineer Fix reported that the O&M Meeting with staff was held on August 19, 2020 at 11:00 a.m. C&L Water Solutions has finished the valve and hydrant inspections and will begin working on the grease trap inspections.

Morrison Road Hodgson Park Water Line

T-20-053 DISCUSSION. District Engineer Fix reported that the project is complete. Diaz Construction has completed all of the District's punch list items.

DISTRICT ENGINEER'S REPORT [CONTINUED FROM PAGE 1]

Hodgson Park Waterline Phase 2 Project

T-20-054 DISCUSSION. District Engineer Fix reported Ricor Services, LLC has signed the contract documents and the pre-construction meeting will be scheduled to be held in the next few weeks. This project is the extension of the Hodgson Park water line. The water line will go north in South Hoyt Court to West Wesley Drive then east in West 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 West Wesley Place and South Hoyt Court then West for 200 feet.

Bear Creek Terrace Development

T-20-055 DISCUSSION. The contractor is working on the on-site water and sanitary sewer lines. The contractor is waiting on approval of the CDOT permit for connection of the last manhole in Morrison Road.

2020 Cured-in-Place-Pipe (CIPP) Project

T-20-056 DISCUSSION. C&L began the project on May 4, 2020 beginning in Area 3 which is in the Bear Creek Open Space, to perform the lining portion of the project. C&L Water Solutions has installed all of the CIPP lining and over half of the LMKs. C&L will install the remainder of the LMK tap rehabilitations by mid-October.

Guildner Pipeline Maintenance, Inc. has completed the manhole rehabilitation in the open space area. Guildner has started the rehabilitation on the manholes in Westgate and work should be completed by the end of September.

Acceptance of the District Engineer's Report

R-20-053 RESOLVED, upon motion by Vice-Chairman 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 August 2020 was presented. A copy is attached hereto and made a part of the record.

Sewer Service for 9799 and 9799 ½ W. Wesley Court

T-20-057 DISCUSSION. District Manager Walker reported that Barry Ebert, property owner of 9799 and 9799 ½ W. Wesley Court, had contacted the District regarding options to connect his properties to sewer service. District Engineer Fix discussed options for the homeowner to extend sewer mains.

TREASURER'S REPORT

Approval of Payment of Invoices and Payroll

R-20-054 RESOLVED, upon motion by, Director Larsson, seconded by Vice-Chairman Johnson, and unanimously carried, the payment of invoices and payroll presented in the amount of \$396,151.39 was approved. A list is attached hereto and made a part of the record.

Preceding this action, Treasurer Coria reported that upon review of the checks, Automated Clearing House (ACH) payments and payroll, she found them to be in order, for approval by the Board.

TREASURER'S REPORT [CONTINUED FROM PAGE 2]

Approval of Treasurer's Report

R-20-055 RESOLVED, upon motion by Director Hundley, seconded by Vice-Chairman Johnson and unanimously carried, that the Treasurer's Report based on unaudited financial reports as of August 30, 2020 was accepted as presented. A copy is attached hereto and made a part of the record.

Preceding this action, Treasurer Coria reported that the Federal Funds Rate remains at 0 to 0.25%. Two Callable Government Entity Securities were called in August. The District invested funds into a ColoTrust Plus account. District Manager Walker reported that the District had reinvested the called Government Entity Security investments in August. District Manager Walker and Treasurer Coria have continued to consider various investment options to maintain the safety of the investments, to receive the best rate possible and continue the laddering of the investments.

Treasurer Coria reported that the District's portfolio mix continues to include 69% in investments and 31% in the Wells Fargo operating account. Treasurer Coria also explained that District funds in the bank accounts (the amounts that are above the FDIC insurance) are collateralized by the banks with cash because they are public funds accounts and must be protected.

LEGAL COUNSEL'S REPORT

Extension of Governor's Executive Order Suspending Public Utility Disconnections Due to the Impacts of Covid-19

T-20-058 DISCUSSION. Legal Counsel Dykstra reported that the Governor's Executive Order suspending public utility disconnections due to the impact of Covid-19 is extended another 30 days to at least October 7, 2020. There are indications that the Order will most likely be extended to the end of the year.

Gallagher Amendment B Proposal

T-20-059 DISCUSSION. Legal Counsel Dykstra briefly outlined the proposal that will be on the November ballot to fix the residential rate assessment at the current level. District Manager Walker will forward link for a recorded Colorado Special District Association (SDA) webinar discussion to the Board regarding the Gallagher Amendment B Proposal.

DISTRICT MANAGER'S REPORT

2020 Virtual SDA Conference – September 23-25, 2020

T-20-060 DISCUSSION District Manager Walker reported all Board members and staff are registered for the 2020 SDA virtual conference. The SDA conference registration includes the regular conference sessions to be held Wednesday, September 23, 2020 until noon on Friday, September 25, 2020. All Conference attendees will have access to all the session material for three months.

DISTRICT MANAGER'S REPORT [CONTINUED FROM PAGE 4]

Metro Wastewater Reclamation District (MWRD) 2021 Annual Charges

T-20-061 DISCUSSION The 2021 Annual Charges for MWRD will be \$789,159 which have decreased by \$73,996.00 from the 2020 charges which were \$863,155. District Engineer Fix will provide information to the Board regarding the District's Cured-In-Place (CIPP) lining projects and the impacts these projects have had in lowering the MWRD Annual sewer charges.

Delinquent Accounts that will be Certified to Jefferson County for Collection by October 31, 2020

C-20-011 CONCURRENCE. The Board concurred that the District should certify the delinquent accounts to Jefferson County for collection so that these accounts do not continue to accumulate significant delinquent balances. Preceding this concurrence, District Manager Walker reported that as of September 9, 2020, there are fifty-four (54) accounts that meet the criteria to be certified as liens for collection by Jefferson County. The criteria for the certification is based upon delinquent accounts that have more than \$150.00 in arrears and are six months past due or older.

The Board also concurred that the District will continue to waive the \$5.00 per quarter late charges for the third quarter sewer billing in response to the Covid-19 situation.

DIRECTOR'S REPORT - NONE

C-20-012 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