

## PROCEEDINGS

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON JANUARY 11, 2021 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

<b>Present:</b>	Dale L. Miller	President and Chairman
	Neil A. Johnson	Vice-President and Vice-Chairman
	Barbara J. Coria	Treasurer
	Linda M. Larsson	Director
	Samuel E. Hundley	Director
<b>Also Present:</b>	Jan C. Walker	District Manager/Board Secretary
	Barney J. Fix, PE, PMP, VP	District Engineer, Merrick & Company
	Russell W. Dykstra	Legal Counsel, Spencer Fane

### ACCEPTANCE OF MINUTES

**R-21-001 RESOLVED**, upon motion by Vice-Chairman Johnson, seconded by Treasurer Coria and unanimously carried that the Minutes of the Regular Meeting of December 14, 2020, were approved.

### CALL TO PUBLIC / PUBLIC PRESENTATIONS - NONE

### DISTRICT ENGINEER'S REPORT

#### **2021 Field Operations and Maintenance (O&M)**

**T-21-001 DISCUSSION** District Engineer Fix reported that the next O&M Meeting with the Board and staff will be held on February 10, 2021 at 11:00 am at the District office for the kick-off of the 2021 Operations and Maintenance contract with C&L Water Solutions, Inc. District Manager Walker will set up a Zoom meeting so that the Board members can attend remotely.

#### **Hodgson Park Water Line Phase 2 Project**

**T-21-002 DISCUSSION** 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.

Ricor Services completed construction of the water line. All tests on the water line have been performed and have passed. The asphalt mill and overlay work will need to be performed in the spring of 2021 when the weather is warmer.

During the installation on Wesley Avenue, it was determined that the line to be relocated was in bedrock and the 8-inch water line would need to be removed so that the 12-inch water main could be installed in the same trench. A temporary water line had to be installed so all homes would have service during construction. Also, three valves had to be installed since some of the existing valves were not operating properly. This resulted in a change order in the amount of \$76,213.95 that will need to be approved by the Board of Directors.

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### DISTRICT ENGINEER'S REPORT [CONTINUED FROM PAGE1]

#### Approval of Change Order No. 1 for the Hodgson Park Water Line Project Phase 2

**R-21-002 RESOLVED**, upon motion by, Director Larsson, seconded by Vice-Chairman Johnson and unanimously carried that the District accept Change Order No. 1 in the amount of \$76,213.95 due to the facts stated above and mostly due to the water line could not be moved due to the discovery of solid bedrock in the area. The original asbestos concrete pipe had to be removed and the new 12" pipe was installed in the same trench as the original 8" pipe.

#### Bear Creek Terrace Development

**T-21-003 DISCUSSION.** The construction is complete. The contractor is performing the punch list items and the District is awaiting the as-builts from the developer.

#### Balsam Development

**T-21-004 DISCUSSION.** District Engineer Fix has received, reviewed and returned the first submittal of plans for the water main extension for the project.

#### 2995 S. Estes Sewer Connection

**T-21-005 DISCUSSION.** District Manager Walker has submitted the request to Metro Wastewater Reclamation District (MWRD) for the sewer service connection for 2995 S. Estes Street. MWRD has approved the direct connection to their outfall line. Since the connection is considered a District connection, the District will require the property owners to sign an Agreement that the service line and the connection will be the responsibility of the property owners and not the District. The contractor for the property owners will install a double cleanout to mark the location of the service line 10' from the MWRD outfall line.

#### Authorize District Manager Walker to Finalize and Execute Agreement for 2995 S. Estes Street Sewer Service Connection

**R-21-003 RESOLVED**, upon motion by, Director Larsson, seconded by Treasurer Coria and unanimously carried that District Manager Walker finalize and execute the Agreement for 2995 S. Estes Street subject to the final alignment of the service line and the District Engineer's approval.

#### Acceptance of the District Engineer's Report

**R-21-004 RESOLVED**, upon motion by Treasurer Coria, seconded by Vice-Chairman Johnson and unanimously carried, that the District Engineer's Report be accepted.

Preceding this action, the District Engineer's report of activities for December 2020 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-21-005 RESOLVED**, upon motion by Director Hundley, seconded by Director Larsson and unanimously carried, the payment of invoices and payroll presented in the amount of \$453,024.37 was approved. A list is attached hereto and made a part of the record. Preceding this action, Treasurer Coria reported that upon her review of the checks, Automated Clearing House (ACH) payments and payroll, she found them to be in order, for approval by the Board.

**Approval of Treasurer's Report**

**R-21-006 RESOLVED**, upon motion by Vice-Chairman Johnson, seconded by Director Hundley and unanimously carried, that the Treasurer's Report based on unaudited financial reports as of December 31, 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%. One callable Government Entity Security was called and a Certificate of Deposit matured in December. The District has reinvested the funds. District Manager Walker and Treasurer Coria have continued to consider various investment options to maintain the safety of the investments and to receive the best rate possible and continue the laddering of the investments. The 2020 4<sup>th</sup> Quarter Budget to Actual Report was presented to the Board.

**LEGAL COUNSEL'S REPORT**

**Agreement with City of Lakewood Urban Parks for Use of Fire Hydrants**

**T-21-006 DISCUSSION** Legal Counsel has drafted an Agreement with City of Lakewood Urban Parks to establish a permanent fire hydrant permit and imprest deposit to cover maintenance and repair of two fire hydrants that will be used by the City of Lakewood Parks Department. The City of Lakewood has been using two hydrants for their parks to fill water trucks. The constant use of the hydrant has contributed to excessive wear and tear of the hydrants. The District would like to issue a permanent Fire Hydrant Permit to the City of Lakewood Urban Parks and collect an imprest deposit to cover the additional maintenance and repair of the fire hydrants. District staff will send the Agreement to the City of Lakewood Urban Parks for their review and signature.

**DISTRICT MANAGERS REPORT**

District Manager Walker presented the December 2020 Report of District Activities, a copy of which is attached hereto and made a part of the record.

**DIRECTOR'S REPORT – NONE**

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**C-21-001 CONCURRENCE.** Nothing further being presented to the Board, Chairman Miller declared that the meeting be adjourned.

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Dale L. Miller, President and Chairman

***ATTEST:***

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Jan C. Walker, Secretary, Board of Directors

***SEAL***