

PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BEAR CREEK WATER AND SANITATION DISTRICT, CONVENING ON SEPTEMBER 13, 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

Present:

Dale L. Miller	President and Chairman
Neil A. Johnson	Vice-President and Vice-Chairman
Linda M. Larsson	Director
Samuel E. Hundley	Director

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

Excused Absence:

Barbara J. Coria	Treasurer
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Approve Excused Absence for Treasurer Coria

R-21-044 RESOLVED, upon motion by Chairman Miller seconded by Vice-Chairman Johnson and unanimously carried that Treasurer Coria receive an excused absence.

Director Larsson Joined the meeting.

ACCEPTANCE OF MINUTES

R-21-045 RESOLVED, upon motion by Director Hundley, seconded by Vice-Chairman Johnson and unanimously carried that the Minutes of the Regular Meeting of August 09, 2021, were approved.

CALL TO PUBLIC / PUBLIC PRESENTATIONS – NONE

DISTRICT ENGINEER’S REPORT

2021 Field Operations and Maintenance (O&M)

T-21-035 DISCUSSION District Engineer Fix reported that next O&M meeting with staff will be held on October 13, 2021 at the District office at 11:00 a.m. C&L Water Solutions has completed over 95% of the flushing of dead-end mains and the first round of the grease trap inspections. C&L Water has completed 100% of the manhole, hydrant and valve inspections.

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Hodgson Park Phase 3

T-21-036 DISCUSSION This project is Phase 3 of the Morrison/Hodgson Park project which runs a 12-inch water line from S. Garland Court to the Garrison Street meter. It will require crossing two lots on S. Garland Court along the common lot line and then crossing S. Garrison Street to the meter. During the design period of the project, District Engineers are investigating a bore, using a horizontal, directional drill or a pipe bursting technique.

Garland Court Sanitary Sewer Line Connection

T-21-037 DISCUSSION The Garland Court sanitary sewer connection project is a project the District has been trying to do for the past 18-20 years. This connection would connect at S. Garland Court and West Cornell Place, then run north into the City of Lakewood open space and connect to the Metro Water Recovery (formerly Metro Wastewater Reclamation District) sewer line. This connection would alleviate high flows of sewage from South Cornell Place, then west to S. Kipling Street, near the Victoria Village townhomes subdivision. The District has contacted the City of Lakewood to see if the District can acquire an easement in order to install a sewer line. Since, Lakewood charges for the easements, the District is working to negotiate the price of the easement.

Acceptance of the District Engineer's Report

R-21-046 RESOLVED, upon motion by Vice-Chairman Johnson, seconded by Director Hundley and unanimously carried, that the District Engineer's Report be accepted.

Preceding this action, the District Engineer's report of activities for August 2021 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-21-047 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 \$313,011.47 was approved. A list is attached hereto and made a part of the record.

Preceding this action, District Manager Walker reported that upon Treasurer Coria's 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-21-048 RESOLVED, upon motion by Director Larsson, seconded by Vice-Chairman Johnson and unanimously carried, that the Treasurer's Report based on unaudited financial reports as of August 31, 2021 was accepted as presented. A copy is attached hereto and made a part of the record.

Preceding this action, District Manager Walker reported that the Federal Funds Rate is unchanged and remains at 0 to 0.25%. One Certificate of Deposit matured in August. District Manager Walker has renewed the CD for three years. The District also opened an additional 3-year Certificate of Deposit and purchased a callable government security in August. 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.

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AUDIT COMMITTEE

Approve Audit Engagement Letter from Crady Puca and Associates to Perform the 2021 Annual Audit

R-21-049 RESOLVED, upon motion by Director Hundley, seconded by Vice-Chairman Johnson and unanimously carried to accept the Audit Engagement Letter from Crady Puca and Associates to perform the 2021 Audit at an amount not to exceed \$9,100.00.

LEGAL COUNSEL'S REPORT – NONE

DISTRICT MANAGERS REPORT

2021 Virtual SDA Conference – September 14-16, 2021

T-21-038 DISCUSSION District Manager Walker reported all Board members are registered for the 2021 SDA virtual conference. The SDA conference registration includes the regular conference sessions to be held Tuesday, September 14, 2021 until noon on Thursday, September 16, 2021. All Conference attendees will have access to all the session material for one year.

Metro Water Recovery (Metro) 2022 Annual Charges (formerly Metro Wastewater Reclamation District)

T-20-039 DISCUSSION The 2022 Annual Charges for Metro will be \$1,435,177 which have increased by \$646,018.00 from the 2021 charges which were \$789,159.

Delinquent Accounts that will be Certified to Jefferson County for Collection by October 31, 2021

T-21-40 DISCUSSION. District Manager Walker reported that as of August 30, 2021, there are fifty (50) 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. District staff is preparing correspondence to the account holders that are in lien status.

District Manager Walker presented the August 2021 Report of District Activities, a copy of which is attached hereto and made a part of the record.

DIRECTORS REPORTS – NONE

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C-21-013 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