

PROCEEDINGS

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

Present:

Dale L. Miller	President and Chairman
Barbara J. Coria	Treasurer
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: NONE

ACCEPTANCE OF MINUTES

R-21-050 RESOLVED, upon motion by Director Hundley, seconded by Vice-Chairman Johnson and unanimously carried that the Minutes of the Regular Meeting of September 13, 2021, were approved.

CALL TO PUBLIC / PUBLIC PRESENTATIONS – NONE

DISTRICT ENGINEER’S REPORT

2021 Field Operations and Maintenance (O&M)

T-21-041 DISCUSSION District Engineer Fix reported that next O&M meeting with the board and 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.

Hodgson Park Phase 3

T-21-042 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 have met with a boring contractor. The existing line in Garland Ct. may need to be replaced using a pipe bursting method and then trenched across S. Garrison Street.

Garland Court Sanitary Sewer Line Connection

T-21-043 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. District Engineer Fix has a conceptual plan of the location of the sewer line. 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-21-051 RESOLVED, upon motion by Vice-Chairman Johnson, seconded by Treasurer Coria and unanimously carried, that the District Engineer's Report be accepted.

Preceding this action, the District Engineer's report of activities for September 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-21-052 RESOLVED, upon motion by Director Larsson, seconded by Director Hundley, and unanimously carried, the payment of invoices and payroll presented in the amount of \$179,389.42 was approved. A list is attached hereto and made a part of the record.

Preceding this action, Treasurer Coria's 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-21-053 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 September 30, 2021 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 is unchanged and remains at 0 to 0.25%. One government sponsored enterprise (GSE) investment was called in September. District Manager Walker has reinvested the funds with another callable GSE. 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 budget to actual report for 3rd quarter 2021 was presented. Treasurer Coria reported that the revenue and expenses on the budget to actual report looked in line and on schedule for 2021.

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BUDGET COMMITTEE

Set Public Hearing for the Proposed 2022 Annual Budget and Notice of Rate Increase Discussion on November 8, 2021 at 7:00 p.m.

R-21-054 RESOLVED, upon motion by Treasurer Coria, seconded by Vice-Chairman Johnson and unanimously carried to set the public hearing for the 2022 Proposed Budget and Notice of Rate Increase Discussion be set for November 8, 2021 at 7:00 p.m.

Preceding this action, District Manager Walker presented Draft 1 of the 2022 Proposed Budget to the Board. Legal Counsel Dykstra explained that the first draft of the 2022 budget was required by statute to be presented to the Board of Directors by October 15, 2021. The Notice for the Budget Hearing for the 2022 Proposed Annual Budget and Proposed Utility Rate Increases has been published. District Manager Walker has also posted the 30-Day Notice for the potential utility rate increase discussion at the November 8th Board meeting on both the District and the Special District Association (SDA) websites.

LEGAL COUNSEL'S REPORT

EXECUTIVE SESSION

R-21-055 RESOLVED, upon motion by Chairman Miller, seconded by Director Larsson and unanimously carried that pursuant to Colorado Revised Statutes, Title 24, Article 6, Section 402 and subsections 4 (b) that the Board go into Executive Session at 7:40 p.m. to receive specific legal advice related to potential legal action regarding utility locates.

The regular Board meeting resumed at 8:00 p.m. No action was taken in Executive session

DISTRICT MANAGERS REPORT

Certify 2021 Delinquent Sewer Utility Accounts to JeffCo for Collection in 2022

R-21-056 RESOLVED, upon motion by Vice-Chairman Johnson , seconded by Treasurer Coria and unanimously carried to authorize Chairman Miller to sign the Resolution to certify 2021 delinquent sewer utility accounts to the Jefferson County Treasurer for collection along with property taxes in 2022. The utility accounts with balances of \$150 or more that are six months in arrears at the time of certification meet the requirements for this statutory method of collection. Those accounts that are not paid by October 28, 2021, will be certified for collection and liens will be recorded against those properties. To date, there are thirty-six properties on the list to be certified as delinquent to Jefferson County

District Manager Walker presented the September 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-21-014 CONCURRENCE. Nothing further being presented to the Board, Chairman Miller declared that the meeting be continued to October 25, 2021 at 6:00 p.m.

Dale L. Miller, President and Chairman

ATTEST:

Jan C. Walker, Secretary, Board of Directors

SEAL