

Regular Meeting – April 21, 2009

Board Members

Mike Hayes
Craig Johnston
Tony Lucas
Jim Matchett
Gary Peterson

Visitors

Judy Lacrosse
Andy Morris
Keith Worley

Staff / Consultants

Sue Byrnes – District Staff
Diana Miller – District Manager
Scott Monroe – Semocor, Inc.

1.0 Call To Order

The meeting was called to order at 16:30.

2.0 New Business and Open Items

2.1 Meeting Minutes - A motion was made and seconded; (RESOLUTION 09-035): TO APPROVE THE MINUTES OF THE MARCH 17, 2009 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. Passed unanimously.

2.2 Water/Sewer Permits – One (1) new permit had been approved.

Permit #	Builder/Owner	Property Address
1402	Dave and Brenda Harvey	1479 Kenosha Drive

One (1) permit has been issued year to date.

2.3 Disbursements – A motion was made and seconded; (RESOLUTION 09-036) TO APPROVE CHECKS 19534 THRU 19556 IN THE AMOUNT OF \$49,953.91 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

Director Matchett requested clarification on check number 19543 issued to Hunsperger & Weston, Ltd. for a real estate appraisal. The District Manager explained that the appraisal was for the potential reservoir site not the recent property purchase. Director Matchett asked if any additional costs were projected

for the property that the District purchased. The District Manager advised that only minimal property clean up costs were remaining.

Director Johnston requested additional information on check number 19554 issued to The Engineering Company for the line item listed as Hydraulic Model. The District Manager responded that the Hydraulic Model was part of the District's Comprehensive Master Plan. Mr. Scott Monroe added that it was necessary to track the water pressures throughout the system because of the extreme geographical variations in the District.

In reference to check number 19556, Director Matchett requested an explanation of the use of pocket thermometers. Mr. Monroe advised that temperature data was now being collected throughout the water system as a result of requirements initiated by the recent reclassification of the District's alluvial wells.

A motion was made and seconded; (RESOLUTION 09-037) TO APPROVE CHECKS 19557 THRU 19579 IN THE AMOUNT OF \$65,064.83 TO BE DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

Director Matchett requested clarification on the description XDBC Product on check number 19563, issued to Donald R. Frey & Company, Inc. The District Manager explained that it is software that allows the Crystal Reports software to access the BUCS (Accounting) and CUBIC (Customer) data dictionaries to produce custom reports.

A motion was made and seconded; (RESOLUTION 09-038): TO RATIFY CONSENT AGENDA ITEMS DATED MARCH 20, 2009 IN THE AMOUNT OF \$4,912.57 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 09-039): TO RATIFY CONSENT AGENDA ITEMS DATED APRIL 3, 2009 IN THE AMOUNT OF \$4,912.57 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 09-040): TO RATIFY CONSENT AGENDA ITEMS DATED APRIL 17, 2009 IN THE AMOUNT OF \$4,912.57 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

3.0 Staff and Consultant Reports

- 3.1 Perry Park Water and Sanitation District Systems Report – The members of the Board reviewed the monthly operations report which had been submitted by Semcor, Inc.

The Board discussed the significant increase in water consumption in the comparison of March 2008 to March 2009. Mr. Monroe noted that the current year had been extremely dry and that precipitation had been minimal until March 28, 2009.

Director Johnston noted the volume of sludge hauled from the Sageport Wastewater Treatment Plant (45,500 gallons) in comparison to the Waucondah Wastewater Treatment Plant (26,000 gallons). Mr. Monroe reasoned that the higher sludge amount at the Sageport Plant was related to RBC (Rotating Biological Contractor) problems that had occurred during the month.

Mr. Monroe advised the Board of the operational challenges that had been experienced during the recent snow event on April 17, 2009 related to the three-phase power fluctuations. He provided the Board with an overview of the District's backup power supply. Director Lucas provided information on his experience with backup power supply systems.

- 3.2 Monthly Staff Report – The members of the Board reviewed the Monthly Staff Report which had been submitted by the District Manager.

The members of the Board reviewed the monthly Project Status Report which had been submitted by the District Manager.

The District Manager emphasized the resources being allocated to the completion of the Comprehensive Master Plan by both she and Mr. Monroe. She advised the Board that the final report would include tap bench marks that would illustrate capacity milestones for water and wastewater treatment as well as water supply.

The members of the Board reviewed the monthly Service Improvement Project Status Report which had been submitted by the District Manager.

The District Manager brought to the Board's attention the change in the projected schedule for the District's Rules and Regulations rewrite.

The Board discussed a letter in the Board Packet written by Pete and Ardyce Karabatsos to the Douglas County Administrator regarding their Inca Ridge development and the District's water supply. The District Manager advised the Board of recent actions taken by the District to reeducate Douglas County on the District's water supply and ability to serve. The Board requested that she continue working towards an understanding with Douglas County.

4.0 Old Business/Immediate Issues

- 4.1 Develop Gray Water Policy – As Mr. Rob Morris was unable to attend the Board Meeting. The Gray Water Policy discussion was postponed to a future Board Meeting.

- 4.2 Emergency Egress Draft Response – The Board reviewed a letter that the District Manager had prepared in response to a draft agreement that the Perry Park Metropolitan District had submitted to the District. The letter reflected the belief of the Perry Park Water and Sanitation District that to insure a safe and reliable evacuation of Perry Park Ranch in the event of an emergency, an emergency plan must be developed with the Douglas County Emergency Management Agency and the Larkspur Fire Protection District. Director Hayes emphasized the Board's commitment to the customers in the Perry Park Water and Sanitation District and the seriousness with which the Board takes their responsibilities, including not

encumbering property that is a potential reservoir site. The Board directed the District Manager to schedule a meeting with Douglas County Emergency Management Agency, Larkspur Fire Protection District and the Perry Park Metropolitan District.

- 4.3 Board Member Discussion Items – With the District’s ongoing efforts to reduce costs and conserve resources, Director Matchett suggested that the Board Packet size could be reduced if some of the documents were posted on the website or emailed to Board Members. The Board discussed various Board Packet distribution alternatives. The District Manager suggested that with print formatting changes and minor programming she could reduce the number of pages for some of the financial reports and graphs. She let the Board know that she would make the changes prior to the next meeting.

5.0 Audience Participation

Mr. Keith Worley was in the audience and asked if the District had received further communication from the Larkspur Fire Department in reference to the emergency planning e-mail that he had sent. The District Manager advised that she had not. She let the Board know that the District had requested that the Fire Department notify the District immediately in the event of a fire so that the District could insure that water tank levels were optimum for fire protection.

- 6.0 Adjournment** - A motion was made and seconded; (RESOLUTION 09-041): TO ADJOURN THE REGULAR MEETING. Passed unanimously. The meeting adjourned at 18:17.

ATTEST:

Secretary