



Perry Park Water and Sanitation District
5676 West Red Rock Drive
Larkspur, Colorado 80118
www.ppwsd.org

Regular Meeting – July 15, 2020

Board Members Present

Brian Arthurs
Judy LaCrosse
Jim Maras
Andy Morris
Gary Peterson

Visitors

Staff / Consultants in Attendance

Eric Barnes – Fiscal Focus Partners, LLC
Alan Hill – Hill & Pollock, LLC
Diana Miller – District Manager
Will Parker – Semocor, Inc.
Ashley Pollock – Hill & Pollock, LLC

1.0 Call To Order

The Regular Board Meeting was called to order at 15:30.

2.0 Old Business/Immediate Issues

- 2.1 Board Member Discussion Items – Director Maras suggested that the District should review the cost of water in thousand gallons to do a better comparison to water rates. The District Manager added that as the 2019 audit will be accepted at the close of this Board Meeting she will ask Ehlers to do an updated cost analysis using 2019 audited costs.
- 2.2 Board Member Notification - Director Maras advised the Board that he had been doing research on the Environmental Protection Agency (EPA) website and found that the District had three violations for 2019 posted. Director Maras suggested that the Board be notified immediately when a violation occurs.

The District Manager offered that the Board and all Customers were notified of the violations via the Consumer Confidence Report distributed in May 2020 and posted on the District's website, www.ppwsd.org.

Both the District Manager and Mr. Parker stressed that all of the violations were non-health based. Following are the violations noted on the Consumer Confidence Report:

Turbidity (R532) – On February 1, 2019 during the sanitary survey, we did not have a calibration log book at the plant at the time of inspection. A calibration log book was added to the plant on the next business day. All calibration test results were pass.

Synthetic Organics - The first set of samples were taken in the first quarter. The second set of samples were collected in the third quarter of 2020. There were no MCL exceedances.

Lead and Copper Rule - The homeowners were notified of their lead and copper results. The state was not notified that the homeowners were notified. The state notification has been completed. There were no MCL exceedances.

Disinfection Byproducts - The samples were taken on 3/29/2019. The results were not provided to the state within the allowable timeframe by the laboratory. The results have been provided to the state. There were no MCL exceedances.

Going forward Mr. Parker will include all violations on the District Systems Report.

- 2.3 Schedule Next Work Session – As the priorities of the District have shifted adding emphasis on maintenance items and power issues, no work session was scheduled at this time.

3.0 New Business and Open Items

- 3.1 Meeting Minutes – A motion was made and seconded; (RESOLUTION 20-054) TO APPROVE THE MINUTES OF THE JUNE 17, 2020 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed 4-0.

As Director Morris was not in attendance at the June 17, 2020 Regular Board Meeting he abstained from the vote.

- 3.2 Work Session Minutes - A motion was made and seconded; (RESOLUTION 20-055) TO APPROVE THE MINUTES OF THE JUNE 22, 2020 WORK SESSION OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.
- 3.3 Disbursements – A motion was made and seconded; (RESOLUTION 20-056) TO RATIFY ELECTRONIC PAYMENTS DATED JUNE 29, 2020 IN THE AMOUNT OF \$10,516.53 AND ELECTRONIC PAYMENTS DATED JULY 2, 2020 IN THE AMOUNT OF \$126.90 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 20-057) TO APPROVE CHECKS 12687 THRU 12708 IN THE AMOUNT OF \$373,445.01 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

In reference to check 12704, issued to Underground Consulting Solutions, Director Peterson requested additional information on the Potholing Services. The District

Manager advised that both of these were for locating underground utilities for the two Local Improvement Districts (LIDS) that have been put on hold.

A motion was made and seconded; (RESOLUTION 20-058) TO APPROVE CHECKS 12709 THRU 12720 IN THE AMOUNT OF \$34,537.92 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 20-059) TO RATIFY CONSENT AGENDA ITEMS DATED JUNE 26, 2020 IN THE AMOUNT OF \$7,566.58 AND CONSENT AGENDA ITEMS DATED JULY 10, 2020 IN THE AMOUNT OF \$6,782.43 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 3.4 Sewage Odor at Waucondah Wastewater Treatment Plant (WWTP) – The Board reviewed a map that identifies residences where the District has received odor related complaints from Customers. The District Manager identified the following actions that the District has taken to address the odor concerns: Sludge hauls have increased by 20%, wintergreen socks which contain odor neutralizing granules have been installed, wintergreen essential oil has been procured that will be directly applied to the sewage being treated, “food” is being manually added to the treatment process to improve the growth and population of microorganisms in the wastewater treatment process, three motors that were damaged by the power surge on December 28, 2019 have been replaced, the switches that were damaged by the power outage on June 9, 2020 have been replaced, the motor that was damaged the same day is waiting for replacement parts, in the interim a temporary motor is being utilized, the electrical cabinet has been rebuilt, a three-phase power quality and energy analyzer was installed to gain an understanding of the power quality coming into the plant, the analyzer detected an issue with the phase 2 power, which we believe is adding to the equipment damage, the District’s engineer has been engaged to address both the power and odor issues.

The Board confirmed that the District is taking the odor issues very seriously and that resolution is a top priority. Gary Peterson stated he would be meeting with two homeowners on July 18, 2020 to discuss their concerns. The meeting did occur.

4.0 Operational Status

- 4.1 Perry Park Water and Sanitation District Systems Report – The members of the Board reviewed the monthly operations report which was prepared by Mr. Parker.
- 4.2 Monthly Staff Report – The members of the Board reviewed the Monthly Staff Report that was presented by the District Manager.

5.0 Audience Participation – There was none.

- 6.0 2019 Audit** – Mr. Eric Barnes with Fiscal Focus Partners LLC, attended the Board Meeting to present the 2019 Financial Statements and the results of the 2019 Audit. Mr. Barnes noted that Schilling & Company, Inc. performs the audit preparation, as well as the financial statement preparation for the District. Mr. Barnes noted that there were no adjustments to the financial statements necessary. Mr. Barnes

advised the Board that Fiscal Focus Partners LLC would be issuing an Independent Auditors' Report, signifying that the financial statements are free of material misstatements and in accordance with GAAP (Generally Accepted Accounting Principles).

Mr. Barnes highlighted the key components of the financial statements. Mr. Barnes offered that the auditor's opinion is a "clean and unmodified opinion". Mr. Barnes noted that "all documentation requested was available and provided". Mr. Barnes noted that as is typical for the District, the audit went smoothly and that both Schilling & Company, Inc. and District staff do a "great job" doing audit preparation, as well as daily and monthly financial transactions. Mr. Barnes encouraged the Board to remain diligent in their financial oversight.

A motion was made and seconded; (RESOLUTION 20-060) TO ACCEPT THE 2019 AUDIT AS PRESENTED AND TO AUTHORIZE THE DISTRICT MANAGER TO FACILITATE THE FINAL VERSION OF THE AUDIT AND SUBMIT IT TO THE STATE. The motion passed unanimously.

7.0 Call for Executive Session – A motion was made and seconded; (RESOLUTION 20-061) TO ENTER AN EXECUTIVE SESSION FOR CONFERENCES WITH AN ATTORNEY FOR THE PUBLIC ENTITY FOR THE PURPOSE OF RECEIVING LEGAL ADVICE ON SPECIFIC LEGAL QUESTIONS AS AUTHORIZED BY §24-6-402(4)(b) C.R.S., specifically legal advice regarding possible water rights claims that may conflict with the District's use of its water rights. The motion passed unanimously.

8.0 Adjournment - A motion was made and seconded; (RESOLUTION 20-062) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 18:05.

Secretary, James Maras