



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

Regular Meeting – September 16, 2020

Board Members Present

Brian Arthurs
Judy LaCrosse
Jim Maras
Andy Morris
Gary Peterson

Visitors

Rich Briner
Doug Duvigneaud
Nancy Duvigneaud
Robin Maras
Julia McCusker
Bob Petro

Staff / Consultants in Attendance

Diana Miller – District Manager
Will Parker – Semocor, Inc.

1.0 Call To Order

The Regular Board 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 20-069) TO APPROVE THE MINUTES OF THE AUGUST 19, 2020 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. The motion passed unanimously.
- 2.2 Disbursements – A motion was made and seconded; (RESOLUTION 20-070) TO RATIFY ELECTRONIC PAYMENTS DATED SEPTEMBER 1, 2020 IN THE AMOUNT OF \$14,838.30 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 20-071) TO APPROVE CHECKS 12746 THRU 12783 IN THE AMOUNT OF \$208,561.37, WITH CHECKS 12748 THRU 12765 BEING VOIDED, TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

Director Arthurs reviewed the voided checks.

In reference to check 12766, issued to Collins Cockrel & Cole, Director Maras requested further information on the Description: Audit Letter, Tri County Health-COVID. The District Manager offered that the Audit Letter is provided by the District's legal counsel, including Hill & Pollock, LLC to make the Auditor aware of any potential upcoming legal issues as well as verification that the District is paying for legal services rendered. With regard to Tri County Health-COVID, the District

Manager advised that Collins Cockrel & Cole has been advising all of their clients on COVID related issues as well as changes to Colorado law and dividing the legal expenses among all of their clients.

In reference to check 12773, issued to Lytle Water Solutions, LLC, Director Morris requested clarification on the Description: Gove Ditch Water Court Case/Revised Acct. The District Manager advised that Lytle Water Solutions, LLC maintains the District's water accounting spreadsheet that is submitted to the State and agreed to by objectors in previous water court cases. The District Manager added that the spreadsheet will be revised to accommodate the agreed to water administration associated with the Gove Ditch water court case.

A motion was made and seconded; (RESOLUTION 20-072) TO RATIFY CONSENT AGENDA ITEMS DATED AUGUST 21, 2020 IN THE AMOUNT OF \$6,782.43 AND CONSENT AGENDA ITEMS DATED SEPTEMBER 4, 2020 IN THE AMOUNT OF \$7,228.33 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 Proposed 2021 Budget – The Board reviewed the proposed 2021 Budget and Budget Message presented by the District Manager. The Board will discuss the Budget at the October and November Board Meetings. The Budget Hearing is scheduled for the December 9, 2020 Board Meeting.

Director Peterson noted that \$1,000,000 had been earmarked for improvements to the Waucondah Wastewater Treatment Plant.

Director Morris expressed concern regarding the impacts of the 2020 unanticipated expenses on the District's available cash. Director Maras noted that the District's cash on hand was still in excess of \$5,000,000.

The District Manager advised the Board that due to COVID-19, the deadline for preliminary certifications had been extended to October 10, 2020.

- 2.4 Waucondah Wastewater Treatment Plant (WWWTP) Power and Odor Updates – The Board reviewed a summary report of actions taken by the District to temporarily and permanently resolve the power and odor issues at the WWWTP.

The District Manager noted that the District, IREA, TST Infrastructure, LLC (TST) and Shaffer-Baucom Engineering & Consulting (SBEC) met at the WWWTP on September 3, 2020 to discuss the power issues at the plant.

The District Manager advised that according to SBEC, the power metering data collected by PPWSD did not show any abnormalities, but it doesn't mean there aren't any issues with the power quality supplied. All parties agreed that the historical power quality was lackluster and needs continued improvement. IREA confirmed they are working on the issues in the area with diligence and expect to continue improving power quality and reliability through their improvements

The District Manager advised that IREA had noted, there will always be the possibility they lose a phase or get a surge due to the amount of overhead electrical

in the area (birds / lightning), so it is beneficial for the District to ensure they have adequate protection on their end.

The District Manager added that IREA has shared and will continue to share their power monitoring data which is continuously being recorded by a recently installed smart meter, which records alarms and allows for instantaneous data collection, which will be provided as requested. This information will provide insight into specific quality interruptions.

The District Manager noted that IREA's review of the initial data collected with the smart meter indicated a low power factor, which was confirmed by SBEC. This indicates the motors are generally running inefficiently and should be investigated further. SBEC would like to perform some local monitoring at some of the blowers to confirm power factors. This would shed some more light on the current motor issues.

The District Manager advised that Principle Electric is working on a wiring investigation that was recommended by SBEC and TST. They are collecting detailed data requested by the engineers as well as doing some breaker and wiring replacement when deemed necessary and will perform monitoring studies on the blowers to confirm the power factor.

The District Manager offered that the Work Session is scheduled for October 26, 2020 at 10am to present and discuss the final evaluation report for the WWWT, Mr. Briner, Mr. and Mrs. Duvigneaud and Mr. Petro attended the Board Meeting to again express their concerns about the WWWT issues and to offer their support to the Board and their assistance if needed.

Director Arthurs highlighted that the issues at the WWWT are of great concern to the Board and reiterated the Board's commitment to resolve them for both the short and long term.

3.0 Operational Status

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

4.0 Old Business/Immediate Issues

- 4.1 Board Member Discussion Items – Director Peterson advised the Board that as Director Arthurs is the new Treasurer and Director Morris had been previously, that they would be well suited for the Staffing and Compensation Committee. Director Peterson appointed Director Arthurs and Director Morris to the Staffing and Compensation Committee.
- 4.2 Colorado Open Records Act – Director Maras expressed concern regarding the lack of inclusion of payroll and Board compensation information in the public information

packets available at Board Meetings. The Board discussed the various positions related to including or not including the information in the public information packet. At the conclusion of discussion a motion was made and seconded; (RESOLUTION 20-073) TO NOT INCLUDE PAYROLL AND BOARD COMPENSATION DISBURSEMENT INFORMATION IN THE PUBLIC INFORMATION PACKETS AS IT IS AVAILABLE VIA AN OPEN RECORDS REQUEST. The motion passed 4-1.

The District Manager advised that historically the District had not included unapproved contract information in the public information packets. The Board discussed the various positions related to including or not including the information in the public information packet. At the conclusion of discussion a motion was made and seconded; (RESOLUTION 20-074) TO INCLUDE ALL CONTRACTS IN THE PUBLIC INFORMATION PACKETS WITH EACH PAGE WATERMARKED WITH THE WORD *DRAFT* IF THE CONTRACT HAS NOT BEEN APPROVED BY THE BOARD OF DIRECTORS. The motion passed unanimously.

- 4.3 Appearance of Conflict of Interest – Director Maras asked that the Board discuss the appearance of a conflict of interest between the District Manager and Semocor, Inc. because the District Manager had operated the Louviers Water and Sanitation system previously and Semocor, Inc. currently operates the Louviers Water and Sanitation District system. The District Manager read a statement regarding her history through 2019 with Louviers, adamantly refuting the alleged conflict of interest or appearance of conflict of interest. Semocor, Inc. provided a letter from its legal counsel adamantly refuting the alleged conflict of interest or appearance of conflict of interest. At the conclusion of discussion a motion was made and seconded; (RESOLUTION 20-075) THAT THERE WAS NO CONFLICT OF INTEREST OR APPEARANCE OF CONFLICT OF INTEREST BETWEEN THE DISTRICT MANAGER AND SEMOCOR, INC. The motion passed unanimously.

The Board discussed the importance of civil communication between the Board and Staff Members, as well as civil communication between the Board and the Operations Contractor

- 5.0 Audience Participation** – Ms. Julia McCusker offered her opinion to the Board on the importance of the public’s ability to review Board Packet information during the Board Meeting.

- 6.0 Adjournment** - A motion was made and seconded; (RESOLUTION 20-076) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 18:00.

Secretary, James Maras