

## Regular Meeting – September 18, 2007

### Board Members

Mike Hayes  
Craig Johnston  
Tony Lucas  
Jim Matchett  
Gary Peterson

### Visitors

Keith Worley  
Judy LaCrosse  
Nancy Aitken  
John Aitken  
Bev Carson

### Staff / Consultants

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

2.1 Meeting Minutes - A motion was made and seconded; (RESOLUTION 07-076): TO APPROVE THE MINUTES OF THE AUGUST 21, 2007 REGULAR BOARD MEETING OF THE PERRY PARK WATER AND SANITATION DISTRICT AS PRESENTED. Passed unanimously.

2.2 Water/Sewer Permits – The following permit had already been approved:

Permit #	Builder/Owner	Property Address
1378	Rocky Mountain Custom	7952 Red Hill Road

Thirty-four (34) permits have been issued year to date.

2.3 Disbursements – A motion was made and seconded; (RESOLUTION 07-077): TO APPROVE CHECKS 18638 – 18646 IN THE AMOUNT OF \$20,452.36 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 07-078): TO APPROVE CHECKS 18647 – 18667 IN THE AMOUNT OF \$63,323.40 FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 07-079): TO RATIFY CONSENT AGENDA ITEMS DATED AUGUST 24, 2007 IN THE AMOUNT OF \$4,247.38 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

A motion was made and seconded; (RESOLUTION 07-080): TO RATIFY CONSENT AGENDA ITEMS DATED SEPTEMBER 07, 2007 IN THE AMOUNT OF \$4,273.55 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK WEST. Passed unanimously.

Director Matchett requested an explanation of the description for check 18644, specifically "GG W Augmentation". The District Manager explained that the water now being pumped from the Glen Grove well needed to be incorporated into the District's augmentation spreadsheets.

Director Hayes requested a detailed account of the items that were incorporated into General Consultation associated with check 18663. The District Manager produced the account provided by TEC. Director Hayes requested that periodic reviews be done to insure that capital and expense transactions are being recorded appropriately.

The Board provided positive feedback on the new check register format.

### **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 SEMOCOR, Inc.

Director Peterson requested additional information on a main break that had occurred during the month. Mr. Scott Monroe provided details and advised that the break was not due to any new construction.

Director Lucas requested an overview of the District's ability to detect water leaks in the system.

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

The Board provided feedback on the proposed 2008 meeting schedule.

The Board reviewed a request from Mr. Philip Hayward with regard to the vacation of Apache Drive that was outlined in a document provided by Mr. Hayward. The District Manager and Operations Consultant, Mr. Scott Monroe, provided their input. The Board considered the information available to them and agreed that they were opposed to this request. The District Manager will send Mr. Hayward a letter with the Board's decision and basis.

The Board reviewed a proposal from Excell Pump Services for RBC Bearing Replacement. The Board agreed that the work was necessary and directed the District Manager to schedule the work.

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

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

#### **4.0 Old Business/Immediate Issues**

The District Manager provided the members of the Board with a 2008 proposed budget.

Director Peterson provided his thoughts on issues that should be raised at the upcoming Douglas County Water Summit.

Director Hayes provided an update on the status of the Reservoir Committee. He advised that steady progress was being made by the Committee and that storage sites with the most feasibility would be evaluated at an upcoming Reservoir Committee meeting.

Town of Larkspur IGA Committee members Director Lucas and Director Matchett updated the Board on the progress being made in the development of an agreement between the District and the Town. The committee members expressed their confidence in meeting the target of having an agreement finalized by the end of the year. The District Manager advised that preliminary costs had been calculated by Nolte and Associates for upgrades to the Sageport Wastewater Treatment Plan.

Staffing Committee members Director Matchett and Director Peterson advised the Board that they were in the process of reviewing the District's employee handbook and that a representative from Gregory and Associates would be attending the next meeting to answer any questions regarding retirement plan options.

#### **5.0 Audience Participation**

Mr. Keith Worley was in the audience and advised the Board that the Firewise Landscaping Class was scheduled for October 25<sup>th</sup>, 2007 at the Larkspur Fire Station on Spruce Mountain Road.

**6.0 Adjournment** - A motion was made and seconded; (RESOLUTION 07-081): TO ADJOURN THE REGULAR MEETING. Passed unanimously. The meeting adjourned at 18:35.

ATTEST:

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Secretary