



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

Regular Meeting – November 13, 2019

Board Members Present

Judy LaCrosse
Jim Matchett
Andy Morris

Visitors

Excused Absence

Jim Maras
Gary Peterson

Staff / Consultants in Attendance

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

1.0 Call To Order

The Regular 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 19-080) TO APPROVE THE MINUTES OF THE OCTOBER 16, 2019 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 19-081) TO RATIFY ELECTRONIC PAYMENTS DATED NOVEMBER 5, 2019 IN THE AMOUNT OF \$11,484.52 WHICH WERE PREVIOUSLY DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 19-082) TO APPROVE CHECKS 12422 THRU 12437 IN THE AMOUNT OF \$65,683.44 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

In reference to check 12424, issued to Collins Cockrel & Cole, Director Matchett requested additional information on the acronym EJCDC. The District Manager advised that it is the Engineers Joint Contract Documents Committee who develops and updates contract documents. The District Manager had engaged Collins Cockrel & Cole to review proposed changes.

In reference to check 12426, issued to DRC Construction Services Inc., Director Matchett requested additional information related to the Emergency Cleaning. Mr. Parker advised that while driving in the snow near the Waucondah Wastewater Treatment Plant he had noticed that snow in the roadway near a manhole had melted. Upon investigation he found there to be a blockage in the sewer main and had immediately contacted DRC to clean the sewer line.

In reference to check 12427, issued to Fischer Enterprises, Inc. Director Morris asked if the Water/Gas Service Repair on Red Rock Drive was the repair discussed at the previous Board Meeting. The District Manager confirmed that it was and that Black Hills Energy had been invoiced for half of the flow fill and asphalt repairs.

A motion was made and seconded; (RESOLUTION 19-083) TO APPROVE CHECKS 12438 THRU 12445 IN THE AMOUNT OF \$67,557.14 TO BE DISBURSED FROM 1ST BANK. The motion passed unanimously.

A motion was made and seconded; (RESOLUTION 19-084) TO RATIFY CONSENT AGENDA ITEMS DATED OCTOBER 18, 2019 IN THE AMOUNT OF \$6,649.97 AND CONSENT AGENDA ITEMS DATED NOVEMBER 1, 2019 IN THE AMOUNT OF \$7,080.57 WHICH WERE PREVIOUSLY DISBURSED FROM WELLS FARGO BANK. The motion passed unanimously.

- 2.3 Execute Agreement for Services with Semocor, Inc. – The District Manager provided the Board with her recommendation for the 2020 Agreement for Services with Semocor, Inc. Director Matchett queried the attending Board Members to determine if they needed any additional information. The Board requested confirmation that the District’s legal counsel and the President of Semocor, Inc. had reviewed the proposed agreement. The District Manager confirmed that both entities had reviewed the proposed 2020 agreement, and there were no changes requested. No additional information was requested.

A motion was then made and seconded; (RESOLUTION 19-085) TO EXECUTE THE AGREEMENT FOR SERVICES CONTRACT WITH SEMOCOR, INC. FOR THE YEAR 2020. The motion passed unanimously.

Mr. Parker thanked the Board of Directors for the opportunity to work in the District.

- 2.4 Proposed 2020 Budget – The Board reviewed the proposed 2020 Budget presented by the District Manager. The Board will again discuss the budget at the Budget Hearing which is scheduled for the December 11, 2019 Board Meeting.

Director Matchett and Director Morris expressed frustration with the estimated 2019 and projected 2020 expenses associated with legal and consulting. The District Manager offered that the bulk of those expenditures are associated with the Gove Ditch Water Court Case which will conclude in 2020.

Director Matchett noted that with regard to the Water Treatment Plant Upgrades in the Capital Projects Schedule, the word Plant was duplicated.

Director Morris noted that the estimated 2019 revenue numbers were coming in strong. The District Manager offered that there was a construction water rate

increase and gallons billed restructuring in late 2018 and a Customer rate increase in mid-2019 had a positive effect on the District's revenue.

- 2.5 Request for Consideration for Sewer Service Line Repair – The Board reviewed a request for consideration e-mail submitted by a Customer in the District requesting that the District share in the expense of jetting their sewer service line and repairing a belly in the sewer service line if necessary. The Board then reviewed the results of a sewer service line scope inspection provided by a Customer in the District and discussed the District's Rules and Regulations with regard to sewer service lines.

At the conclusion of the discussion the Board highlighted that the District's Rules and Regulations are clear with regard to the Customer's responsibilities and the District's responsibilities for sewer service lines. Therefore they will not provide any reimbursement for any repair or maintenance associated with a Customer's sewer service.

The Board directed the District Manager to advise the Customer of their decision.

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.

Director Matchett noted that the Permit Application Report was missing from the Board Packet. The District Manager advised that the number of permit applications had not changed since the previous Board Meeting.

The Board reviewed the proposed engagement for accounting services related to the 2019 audit that was submitted by Schilling & Company, Inc. After discussion a motion was made and seconded; (RESOLUTION 19-086) TO EXECUTE THE ENGAGEMENT FOR ACCOUNTING SERVICES RELATED TO THE 2019 AUDIT WITH SCHILLING & COMPANY, INC. The motion passed unanimously.

The District Manager advised the Board that the bid opening for the Sageport Water Treatment Plant Improvements Project was November 7, 2019 and that two bids were received. The District Manager added that Velocity Plant Services, LLC was the low bidder at \$853,662.

4.0 Board Member Discussion

The Board of Directors of the Perry Park Water and Sanitation District expressed their sincere condolences to the family of Mr. Harold Anderson who has sadly passed away.

The Board reflected on his long service to the Perry Park community as a Perry Park Water and Sanitation District Board Member from 1995 until 2005.

- 5.0 Audience Participation – There was none.

6.0 Adjournment - A motion was made and seconded; (RESOLUTION 19-087) TO ADJOURN THE REGULAR MEETING. The motion passed unanimously. The meeting adjourned at 17:23.

Secretary, Judy LaCrosse