

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE INDIAN HILLS WATER DISTRICT
JEFFERSON COUNTY, COLORADO**

For the Meeting Held January 20,2022

The meeting was held by conference/video call and was attended by Directors Samantha Kepley, Dave Mosby, Tony Pesce, Scott Ryplewski and Craig Levy, Managers Chris Vargo (GM) and Kristin Waters (OM), and community members were also present.

Meeting called to order 6:37 pm

Posting of Notice. The meeting agenda had been posted in advance as required by law.

Meeting Agenda: Discussion regarding the addition of a Board item to discuss the recent Jeffco OWTS policy. Directors will review the policy and add it to the February 2022 meeting agenda if needed. Motion to approve the agenda made and seconded. With no edits to the agenda, it was approved by a vote of 5 – 0

Meeting Minutes: Motion made approve the December 16, 2021 minutes made, seconded and the minutes were approved 5 – 0

Board Meeting Calendar: The Board decided not to change the current meeting schedule of 3rd Thursday of each month, 6:30 pm. Meeting agendas will continue to be posted on the District website and the District bulletin Board at least 24 hours before each meeting.

Audience/Customer Comments or Concerns:

Community member Steve Hosie gave a brief OWTS update. The Jeffco policy will include better rules that will apply when a property changes ownership. It is a win for our community.

Administration/Financial Reports: Check report was reviewed with a motion made to approve checks 14670 – 14701 and EFT's, voiding checks 14662 and 14673. Report approved by a vote of 5 – 0. Cash Balance Status, Fund Class Report, Cash Flow Statement, and Accounts Receivable Aging/Customer Past Due reports were reviewed. In particular, two standby accounts with 120 + past due balances were discussed. Letters were sent on 1/7/2022 asking customers to bring the accounts current by 1/31/2022.

Bids for the 2021 full financial Audit were gathered and compared. Office Manager recommended choosing the firm with the lower bid. References will be checked before making final decision.

2022 Election: Review of election dates and duties - election day 5/3/2022, 3 Directors terms are up, elected terms are 3 years 2022- 2025. Holding a mailed ballot vs. a polling place election, coordinating with IHFPD, and appointing the Designated Election Official (DEO) was discussed and the Board decided the election will be held at a polling place and named Kristin

Waters as the Designated Election Official. A motion was made to adopt Resolution 2022-001 Appointing A Designated Election Official and Authorizing The Designated Election Official To Cancel Election was seconded and approved 5 – 0.

Legal/Information Updates:

none

Operations:

- Wells are producing optimally and storage tanks are full.
 - Nitrate levels averaging 7.1 mg/l.
 - Service line repairs reduced water loss to 25% with another repair in process
- Projects: TC discharge project completed in January. Working to install meter indoor instead of outdoors in a vault, installed new distribution pump, operated, assessed and recorded the operability of the valves at the WTPs, in the process of overhauling Chemical Feed parts at WTPs, well assessment and rehabilitation will begin in February

Board Items:

Water Rate/Tap Fee Review – Review of tap and ADU fees still in process. Pipeline assessment report information is needed for completion.

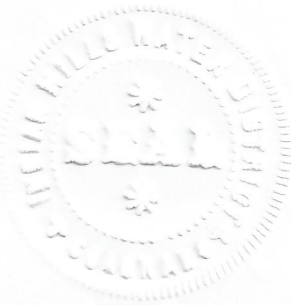
Petition for Inclusion Fee – Set Public Rate Hearing for March meeting. Research legal costs for IHWD inclusions and potential costs.

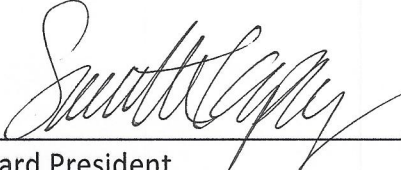
By-Laws – Adopted 2/18/2018. Directors will review and get notes to KW to compile for legal review and 2/17/2022 Board Meeting.


Covid Sick Paid Leave – Employees are exposed to public through daily work. Employee benefits include paid sick leave. Keep current policy that can be reviewed in the event employees sick time is depleted by Covid related illness. Will follow CDC guidelines and Colorado Law.

Next regular Board meeting date 2/17/2022

There being no further business to come before the Board, the meeting was thereupon adjourned at 7:53 pm with a motion made and seconded, passing by a vote of 5 – 0.




Board President 2/17/22
Date


Board Secretary 2/17/22
Date