

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

For the Meeting Held September 17, 2020

To maintain social distancing recommendations, the meeting was held by conference/video call and was attended by Directors Sam Kepley, Scott Ryplewski, Craig Levy, and Dave Mosby, Manager Kristin Waters and several community members.

Director Pesce was absent and excused.

Meeting called to order 6:33 pm

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

Meeting Agenda: Motion to approve the agenda made by Director Mosby and seconded by Director Ryplewski. Approved 4 – 0

Meeting Minutes: Motion to approve the minutes made by Director Ryplewski and seconded by Director Mosby. 8/20/2020 meeting minutes were approved 4 – 0.

Administration/Financial Reports: Check report was reviewed with a motion made by Director Mosby and seconded by Director Ryplewski to approve checks 13234– 13252 and EFT's. Report approved by a vote of 4 – 0. Cash Balance status, Cash Flow Statement, and Accounts Receivable Aging/Customer Past Due reports were reviewed. Conservation Surcharge income and Water Lease details were also reviewed.

Legal/Information Updates: None

Operations:

The Project priority report was reviewed. Alarm systems have been installed at the Booster Stations and Zones 1 and 3 tanks. Ops spent several days on a MIEX service call to find out why the Total Dissolved Solids level increased when the nitrate removal machine was brought online in July. Replacement of probes resolved the TDS issue.

- Well production at TC is fluctuating with the dry weather
- Phase III Conservation remains in effect
- Zone 3 Nitrate level – finished water 9/17/2020 6.0
- MIEX requires constant supervision while running. Ops runs it during business hours and turns on blend overnight.

Audience/Customer Concerns:

Carl Frank, asked about the Master Plan and the emergency wells listed. The Board discussed that it would be a lengthy process to test the wells for water quantity and quality and get them set up for production. The District will include these wells with evaluation of all District water.

Julie Recker asked about the MIEX and the recent high salt issue. How do we prevent this in the future. MIEX service call resolved this issue.

Public Hearing for Rate Review - Public notice posted on 8/18/2020 to meet 30 day requirement.

Water Rates have not increased since 2011 and District Operating Expenses have increased due to increased regulation and costs. According to 32-1-1001(1)(f), C.R.S., the Board of Directors has the power to fix, and from time to time increase fees, rates, etc... Fees and charges must be justified through internal evaluation of the District's costs for providing services, or the determination of an outside consultant hired by the District.

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The Board President announced the Public Hearing began at 7:00 pm –

Water rates pay for Operating Expenses which have increased by 93% in 2017 – 2019 analysis. During that period, the cost to produce 1000 gallons of water averaged \$25.67. Director discussion included setting a goal of reducing operating expenses by 10% while also reviewing and increasing water rates to meet the financial needs of the District. Currently IHWD has a base rate that includes 3000 gal of water usage. After reviewing structures of other water districts which are varied, the Board decided to look at a base rate which does not include water. Discussion about the number of tiers included 3 – 5 tiers for water usage while trying to keep lower tiers affordable for seniors and low income households.

The District will be instituting a transfer fee of \$50 to be paid by the seller when a property sells.

Standby Account – monthly fee will match the regular user base rate

Unmetered Leak – For leaks in a 36 month period, the first will stay at \$100, second will increase from \$150 to \$200, and third will increase from \$200 to \$500.

Past Due Penalty – rate will be reduced from 1.5% to 1.0% per month on delinquent accounts.

School Water Rate – no discounted water rate, charge same rates to all customers.

ADU/Accessory Unit - \$100.00 application fee

Customer comments included: Agree with flat fee, commercial rates should be the same – a gallon is a gallon, agrees with school rates, err on the side of charging too much vs. too little, water is valuable and should charge what it is worth, per gallon rate is very understandable, there is a lot that we have to pay for – have to keep good water quality and infrastructure, would rather pay more to avoid issues, hard to disagree – need to do what we need to do, how can costs be reduced?

Proposed rates will be published and the Board will finalize the news rates at the 10/15/2020 meeting in preparation for 2021 Budget completion.

Public Hearing end 8:24 pm

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BOARD ITEMS:

Rules and Regulations Review – Bullet list of proposed changes posted on website in advance of meeting. Wording clarification and changes to Sections 2.4.1 – Application fee for Accessory Dwelling Unit and 5.1 – Service line point of responsibility are listed for review.

Fire Hydrants – Schedule meeting between IHWD and IHFPD to discuss hydrants. IHWD will continue to follow hydrant maintenance schedule laid out in IGA. Status of Hydrants – IHWD and IHFPD will come together to forge a plan.

GIS Map – Discussion about who should have access to the District’s GIS map. IHFPD is changing their first response system and would like map information for all hydrants including flow, pressure, etc... KW will work on getting the information for them.

Mount Vernon Water Lease – 4 acre feet released in September at a lease price of \$1,250 per acre plus legal and engineering expenses.

District Truck – With the recent reduction in employees, General Manager is recommending that we sell the oldest truck. The Board agreed that it was a good idea to sell it to save on expenses and asked that legal be consulted about the sale process.

Next regular Board meeting date 10/15/2020

Executive Session – At 8:50 pm Director Kepley made a motion to hold an executive session, citing § 24-6-402(4)(f), C.R.S., to discuss employment matters. The motion was seconded by Director Ryplewski and approved by a vote of 4 – 0. Director Levy made a motion to close the executive session at 9:45 pm which was seconded by Director Mosby and approved by a vote of 4 – 0.

The Board attempted to go back to the regular meeting on Zoom, but it had exceeded the Zoom scheduled time limit. After reconvening online, and there being no further business to come before the Board, the meeting was thereupon adjourned at 9:53 pm with a motion made by Director Ryplewski, seconded by Director Mosby, and approved 4 – 0

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President Date

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Secretary Date