

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

For the Meeting Held March 18, 2021

To maintain social distancing recommendations, the meeting was held by conference/video call and was attended by Directors Scott Ryplewski, Dave Mosby, and Craig Levy, and Managers Chris Vargo and Kristin Waters and several community members. Sam Kepley and Tony Pesce were absent and excused.

Meeting called to order 6:41 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 Levy and seconded by Director Ryplewski. Approved 3 – 0

Meeting Minutes: Motion to approve the minutes made by Director Mosby and seconded by Director Levy. 2/18/2021 meeting minutes were approved 3 – 0.

Administration/Financial Reports: Check report was reviewed with a motion made by Director Mosby and seconded by Director Levy to approve checks 14402– 14430 and EFT's. Report approved by a vote of 3 – 0. Cash Balance status, Cash Flow Statement, and Accounts Receivable Aging/Customer Past Due reports were reviewed.

2020 Audit Exemption Application prepared by the District Accountant was reviewed. Director Ryplewski made a motion to approve Resolution for Exemption From Audit 2021-003 which was seconded by Director Mosby and approved by a vote of 3 – 0.

A written Financial Policy is needed for a grant application. A template was provided by the District's Accountant and the Board discussed and decided on purchase limits including check signing and debit card use which include: General Manager can sign checks up to \$10,000.00. Over that amount needs a Board signature. Board Members can sign individually up to \$25,000.00. Over \$25,000 needs 2 Board member signatures. Debit Card purchases are limited by the bank to \$1,500.00, \$3000.00 requires a check, and a monthly limit of \$5,000.00. One-time purchases that are not part of ongoing contract are limited to \$10,000.00 and require 3 estimates, unless the expenditure is related to an emergency situation and the GM contacts one Board member.

Legal/Information Updates:

No legal updates

Operations:

- Phase I Conservation in effect as of 12/1/2020. Severe to extreme drought conditions continue in Jefferson County and the State.
- Well production is maintaining and meeting system distribution demands
- Tanks are full
- Zone 3 Nitrate level – finished water 3/18/2021 7.0 Working on MIEX in preparing for summer. Conductivity sensors will help with taste issues. SCADA systems installed in tanks to allow for better level sensing and water auditing. GM is working with water engineers to assess wells, both online and offline, to make decisions on if rehab, treatment, or new wells are needed. Nitrate removal and security grants have been applied for. Evaluating benefits of new booster station vs. connecting zones 2 and 3 for increased fire flow.

Audience/Customer Comments or Concerns:

Congratulations on collaboration efforts with other Districts. Does Jeffco keep in touch with IHWD? County determines water adequacy. It would be good to inform Jeffco of well assessment.

Customer asked about grants and asset management. Does District know what we have? Yes, determining condition of assets; when installed, when exercised or maintained, when to plan to replace?

Board Items:

Billing Lien – relating to a high balance accrued in 2020 and owner recently deceased. Counsel recommended filing a lien on the property which will be sold in 2021. Estate does not want lien filed due to difficulty in listing property for sale. IHWD checked with Title Co. and local real estate agents to see if this is an issue and the feedback is that it is not if the seller is open during the selling process.

Inca Property – owners would like to drill a well instead of purchasing a water tap. The property is approximately 100 ft from existing water line. Board opinion remains that District will provide water for the property through the water tap application process.

TBD Cherokee Property Tap Application – The Board would like more assurance from Jeffco on lot size and septic permitting. Wait for survey information and review at April Board meeting.

TBD Otowi-Kiowa Property Tap Application – The Board would like to see septic permit. Discussion about water source-septic application process. IHWD wants to see septic permit before approving tap and County wants proof of water source to approve septic permit. Asked property owner to provide letter from Jeffco stating “We expect building/septic permit will be approved and no obstructions are foreseen.”

Resolutions 2021-004 and 2021-005 - Discussion regarding General Manager authorizations regarding operation and management of District and grant authority. Both resolutions were approved after motions made and approved by all 3 Directors.

Water Service Consideration – Firm up Board’s position that the District’s first preference is to provide water tap. Exceptions will be made on a case-by-case basis. Will have legal counsel review and change wording to reflect the position.

Executive Session was called to order citing C.R.S. 24-6-402(4)(f) at 8:47 pm to discuss employment matters relating to review. Executive session ended at 9:09 pm

Next regular Board meeting date 4/15/2021

There being no further business to come before the Board, the meeting was thereupon adjourned at 9:11 pm with a motion made by Director Ryplewski, seconded by Director Mosby, and approved 3 – 0.

Acting President Date

Acting Secretary Date