

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE HILLCREST WATER AND SANITATION DISTRICT MARCH 16, 2021

A regular meeting of the Board of Directors of the Hillcrest Water & Sanitation District was held at 7:30 a.m., on Tuesday, March 16, 2021. Due to COVID-19 concerns, this meeting was held virtually via Zoom.

ATTENDANCE: **In attendance were Directors:**

Steve Dymond; President
Neil Pepper; Treasurer
John Haywood; Asst. Secretary/Treasurer
David Wilkins; Asst. Secretary/Treasurer
Ken Guckenberger; Secretary

Also, in attendance were:

Sue Blair; Community Resource Services
Lisa Schwein, P.E., Kennedy Jenks

CALL TO ORDER / AGENDA APPROVAL:

A quorum was declared, and the meeting was called to order at 7:30 a.m. Following review, the agenda was approved as presented.

DISTRICT OPERATIONS AND MAINTENANCE:

- A. 2021 Maintenance Work – Basin 1 – Ms. Schwein provided a written report on the 2021 maintenance work. Basin 1 includes fifty (50) 8-inch diameter runs totaling approximately 9,054 linear feet. Kennedy/Jenks prepared a proposal in the amount of \$9,550 for project coordination and video review. Director Guckenberger moved that the Board approve the Kennedy/Jenks proposal. Upon second by Director Wilkins, vote was taken and motion carried unanimously.

- B. Dale's Environmental Services (DES) prepared a proposal to perform video inspection, jet cleaning and root removal at a cost of \$7,369.96. This amount includes traffic control expenses. Director Guckenberger moved that the Board approve the DES proposal as presented. Upon second by Director Wilkins, vote was taken and motion carried unanimously.

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C. Denver First Church of the Nazarene - Inclusion – Ms. Blair reported that a Petition for Inclusion was received from the Denver First Church of the Nazarene. Ms. Blair published proper notice of a public hearing on said inclusion for today’s meeting. President Dymond opened the public hearing on the proposed inclusion. Ms. Schwein prepared a capacity analysis previously, and in her opinion, there is sufficient capacity to service the 4 lots if sold and developed with minimal, if any, effect on flows. In addition, the Church initially contacted Cherry Hills Sanitation to provide service to these four lots. However, there was no access to the Cherry Hills Sanitation District’s mains due to their locations and obstacles in the way. Since Cherry Hills Sanitation District was not able to provide service to these lots due to issues regarding the location of and access to its mains, the developer petitioned Hillcrest to include these properties simply due to the fact that the development doesn’t have access to another system to provide sewer service. There was no public present to comment on the proposed inclusion. The public hearing was closed. Director Guckenberger moved that the Board approve the inclusion resolution as presented. Upon second by Director Dymond, vote was taken, and motion carried unanimously. The Board directed Ms. Blair to forward the signed documents to Mr. Dalton for filing with the District Court once the \$5,000 inclusion fee is received from the Petitioner.

FINANCIAL ITEMS:

A. Review and Approve District Claims - The Board reviewed the claims as presented for payment represented by check nos. 1966-1979 totaling \$23,904.75. In addition, there were wires totaling \$21,210.00, for a total amount of \$45,114.75 presented to the Board for approval. Director Guckenberger moved that the Board approve the payment of claims as presented. Upon second by Director Dymond, vote was taken, and the motion carried unanimously.

The Board discussed whether additional principal payments should be made to pay down the SRF Loan. After discussion, Director Dymond moved that an additional principal payment in the amount of \$35,000 be made with the June payment and all future payments until directed by the Board to stop. Upon second by Director Wilkins, vote was taken, and motion carried unanimously.

B. Review and Approve Financial Statements - Ms. Blair reviewed the financial statements for the period ending February 28, 2021, and the cash position dated March 12, 2021. Director Pepper moved that the Board approve the financial statements as presented. Upon second by Director Wilkins, vote was taken, and the motion carried unanimously.

C. 2021 Audit Exemption Application - Ms. Blair reviewed the 2020 audit

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exemption application with the Board. Director Guckenberger moved that the Board approves the application as presented. Upon second by Director Dymond, vote was taken, and the motion carried unanimously. Ms. Blair will file the exemption with the office of the State Auditor.

ADMINISTRATIVE ITEMS:

- A. Review and Approve December 15, 2020, Minutes – The Board reviewed the minutes of the December 15, 2020, meeting. Director Guckenberger moved that the Board approve the minutes as presented. Upon a second by Director Dymond, a vote was taken, and the motion carried unanimously.

OTHER BUSINESS: There was none.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 8:42a.m.

The next regular meeting will be held on Tuesday, June 15, 2021, at 7:30 a.m. Due to the COVID-19 pandemic, the meeting will be held as a virtual meeting. Notice of the June meeting will be provided in accordance with statute.

Respectfully submitted,

DocuSigned by:
Sue Blair

Secretary for the Meeting