

Board of Directors Regular Meeting
Stratmoor Hills Water District
January 18, 2023

RECORD OF PROCEEDINGS

The Regular Meeting of the Board of Directors held January 18, 2023, was called to order by President Robert Colgrove at 4:20 PM.

Present: President Robert Colgrove, Vice-President James Pesicka, Secretary/ Treasurer John Willcox, Director Cindy Dent and Director Richard Dull

Absent: None

Staff: District Manager, Kevin Niles

Public: None

Approval of Minutes

Motion was made by Director Pesicka to approve the December 7, 2022, meeting minutes as presented, second provided by Director Dull... All Ayes - The motion passed unanimously.

Approval of Agenda

Motion was made by Director Pesicka to approve the January 18, 2023, agenda as amended. Second provided by Director Willcox... All Ayes - The motion passed unanimously.

Public Comment

None

Unfinished Business

None.

New and Miscellaneous Business

W-1. Adopting Official Meeting Place/Time and Posting Places

District Manager, Kevin Niles, informed the Board that the purpose of this agenda item is to set the official meeting place and time of the Board of Directors and places of posting for notices of the district meetings in 2023. Motion by Director Pesicka to approve the designation of the location, dates, and time of the 2023 Regular Meetings of the Board of Directors of the Statmoor Hills Water District as follows: Stratmoor Hills Fire Department, 2160 B Street in El Paso County on the third Wednesday of each month, beginning at 3:00 PM, except for the December meeting, which will be held on December 6th. The annual Budget Workshop will be held on October 4, 2023. All required District notices will be prominently posted at the Stratmoor Hills

Fire Department, the Stratmoor Hills Water District office, located at 1811 B Street, and the Stratmoor Hills Elementary School located at 200 Loomis Avenue. Second was provided by Director Willcox... All Ayes - The motion passed unanimously.

W-2. Confirmation of Services for 2022 Audit

District Manager, Kevin Niles, informed the Board that Hoelting & Company provided an Understanding of Services letter to the District to confirm the services to be provided to conduct the 2022 audit for the Water District. The fee for services will be \$11,400. Motion by Director Pesicka to authorize Hoelting & Company to perform the 2022 Audit as set forth in the understanding of the Stratmoor Hills Water District services letter. Second was provided by Director Willcox... All Ayes - The motion passed unanimously.

W-3. Approval of Resolution No. 2022-01

District Manager, Kevin Niles, informed the Board that The Board must appoint a Designated Election Official (DEO) for the May Board of Directors Election at this time and staff is recommending Kevin Niles be appointed the DEO. Motion by Director Pesicka to adopt Resolution 2023-01 to appoint Kevin Niles as the Designated Election Official (DOE) for the May 2, 2023, Election. Second provided by Director Willcox... All Ayes - The motion passed unanimously.

W-4. Approval of Resolution No. 2023-02

District Manager, Kevin Niles, informed the Board that the regular election of the eligible electors of the District shall be held on May 2, 2023, between the hours of 7:00 A.M. and 7:00 P.M. in accordance with Uniform Election Code. At the time, three (3) Directors will be elected to serve a four-year (4) term. Motion by Director Pesicka to adopt Resolution No. 2023-02 to conduct an election on May 2, 2023, to elect three (3) Directors that will be elected to serve a four-year (4) term for the Stratmoor Hills Water District. Second was provided by Director Willcox... All Ayes - The motion passed unanimously.

W-5. Resolution No. 2023-03 Amending Water Rates

District Manager, Kevin Niles, informed the Board that after carefully evaluating the existing water rate structure the Board has determined that a 3% rate increase is needed to provide adequate funding for the Water District. This increase will raise the average water bill by roughly \$5 per month and it will allow infrastructure improvements to continue as needed. Motion by Director Pesicka to approve a resolution that increases the water rates by 3% across the board as presented, effective February 1, 2023,. Second was provided by Director Willcox... All Ayes - The motion passed unanimously.

W-6. Master Service Agreement with Timber Line Electric

District Manager, Kevin Niles informed the Board that Timer Line Electric provides state-of-the-art SCADA Technology to the District. They have been providing SCADA services to the District since 2021. The District needs to renew the Master Service Agreement with Timber Line for continuous SCADA services. Motion by Director Pesicka to approve the Master Agreement

with Timber Line Electric to maintain a working SCADA System for the District. Second was provided by Director Willcox... All Ayes - The motion passed unanimously.

W-7. 2023 Budget Updates

District Manager, Kevin Niles, informed the Board that the 2023 Budget with budget message and associated paperwork have been filed with the County Assessor and the Colorado Department of Local Affairs. This information can be found at www.colorado.gov/pacific/dola under local government.

W-8. Notice to Electors – Transparency Notice

District Manager, Kevin Niles, informed the Board that the notice containing contact information for the District, along with the times and locations designated for regularly scheduled meetings will be submitted to the SDA and the District Website for posting.

W-9. Water/ Wastewater Technician Pay Scale

District Manager, Kevin Niles, informed the Board that the District is having a difficult time recruiting qualified workers to fill the Water/ Wastewater Technician position. Most applicants are requesting \$22-\$25 per hour starting rate. Currently, the starting rate is set at \$17-20 per hour. It may be necessary to adjust this starting rate and amend the hourly rates for all current entry level technicians. The Board of Directors needs to discuss options related to the pay scale for Water/ Wastewater Technicians. There was some discussion on the current pay scale and that if the District wants to be competitive in the market that the pay should be increased for incoming technicians and for the new entry level technicians. Motion by Director Pesicka to raise the new hire technician hourly rate to \$19-\$23 per hour and to increase the pay of all Water/Wastewater Trainees to the new pay scale. Second was provided by Director Dull... All Ayes - The motion passed unanimously.

Manager's Report

District Manager:

- Updated the Board the Water District received the report from Baron Land Survey regarding the water tower. Based on their investigation, the Southwest concrete footer is approximately 6” lower than the remaining concrete footers. This is a minimal amount of change in the concrete foundation of the tower. The staff has contacted a Water Tower Expert with Maguire Iron and he will do a complete tower inspection. The results of the inspection will be reported to the Board when available.
- Informed the Board that the District is having continuous issues with Iron deposits in the pre cartridge filtration system. The District is having to replace these filters more than anticipated. It was assumed that the filters would last 10-12 months. However, based on the iron deposits, the changeout is happening every 3-4 months. These filters cost the District \$12,000 per replacement. The staff believes the Iron issue is coming from Wells #4 and #5. Currently we are only flowing 250 GPM because of the filtration issue. Based on the reduce flow, the District has taken 750,000 from the FVA under the CSU reverse flow agreement.
- Updated the Board that The field crew continues to work diligently on the District's distribution and collection systems. There has been some staff changes over the past month. The Field Foreman, Eddie Strabala, has left the District. There has been a new Technician hire, and the staff is currently looking for a replacement to fill the Foreman position. There were four service line

repairs and zero main breaks in December. The crew has responded to quit a few frozen meters and faulting washers over the past month.

- Updated the Board that the staff had a phone conference with the legal counsel representing the District in the Workman's Compensation Accidental Death Claim. They are currently waiting on the toxicology and autopsy report. Once these reports are received and show no issues, the claim will begin to pay out to the dependent at the previous wages of the employee.
- Updated the Board that the staff has met with Forsgren Engineering for the preliminary phase of the rehabilitation project of the CSU Emergency Connection. The schedule for the project is: Design and permitting, June 2023; bidding and award, August 2023; construction September 2023 to September 2024. CSU is requesting a new agreement for the operations of the interconnection.
- Updated the Board that meetings are now being held in person. The District Manager has attended several meetings on behalf of the District. I have attended the following meetings: Pikes Peak Regional Water Authority, (PPRWA), Lower Fountain Water Quality Management Association, (LFWQMA), Fountain Valley Authority, (FVA), and the Arkansas Basin Roundtable.

Safety Committee Report

Director Willcox reviewed the January 11, 2023, Safety Committee Meeting with the Board of Directors. Topics discussed were, 51 days without an accident, and discussion on the accident on November 20, 2022. Monthly safety topics were setting up a safe work zone, PPE footwear, and safety procedures being followed since accident.

Financial Reports

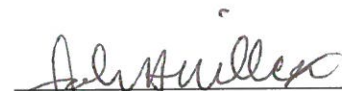
District Manager, Kevin Niles, reviewed the December year-end Financial Report with the Board of Directors... Motion by Director Pesicka to approve the December Financials as presented. Second provided by Director Willcox... All Ayes - The motion passed unanimously.

Other Business

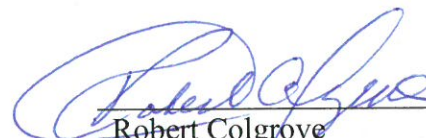
None

Adjournment

With no further business to come before the Board of Directors, Director Pesicka made a motion to adjourn the meeting at 5:07 PM. Second provided by Director Dull... All Ayes - The motion passed unanimously.



John Willcox
Secretary/Treasurer



Robert Colgrove
President/ Chairman