

Board of Directors Regular Meeting - Minutes
Stratmoor Hills Water District
February 21, 2024

RECORD OF PROCEEDINGS

The Regular Meeting of the Board of Directors, held Wednesday, February 21, 2024, was called to order by President Robert Colgrove at 3:14 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, Kirk Medina

Public: None

Approval of Minutes

Motion was made by Director Pesicka to approve the minutes from the Regular Meeting of January 9, 2023, and the Special Meeting on February 2, 2023, as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously 5-0.

Approval of Agenda

Motion was made by Director Pesicka to approve the agenda as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously 5-0.

Public Comment

None.

Unfinished Business

None.

New and Miscellaneous Business

W-1. Water District Representative for Banking Activities

The district manager is responsible for managing the bank accounts for the district and the Board officially authorized the manager to review funds electronically, transfer funds within the district's savings and checking accounts, and request banking information to be provided to the district auditors. President Colgrove pointed out that this item does not include check signing authorization. Director Pesicka moved to authorize District Manager, Kirk Medina to manage the district's bank accounts as presented above. Second provided by Director Wilcox. All Ayes – motion passed unanimously 5-0.

W-2. Leventhal Lewis Contingent Fee Agreement

The District Manager reported that since the Federal Tort Claim was filed in the United States District Court for the District of Colorado, the district's attorney, Andrew Swan, has been needed to provide legal advice pertaining to the litigation. To help prevent the legal costs from impacting the Water District's operating budget, the law firm of Leventhal Lewis, Kuhn, Taylor, Swan, PC, provided a PFAS Litigation Contingency Fee Agreement for the Board to consider. Given that the firm Napoli Shkolnik is already representing the district in this case, the district manager recommended not adding another firm on a contingent fee basis. He explained that he would still rely on the district's counsel to provide advise moving forward, but he would work to keep costs at a minimum. He pointed out that Andrew Swan was extremely helpful as we were figuring out how to proceed, and he played a critical role in getting Napoli to submit the "First Amended Complaint and Jury Demand" that was handed out at the meeting. Director Pesicka moved to continue to retain Leventhal Lewis law firm services on an hourly fee basis. Second provided by Director Wilcox. All Ayes – motion passed unanimously 5-0.

W-3. Update Personnel Policy to New Employee Handbook

The District Manager reported that the Colorado Property and Liability Pool provided funding for the district to work with CPS HR Consulting to develop an employee handbook that will replace the existing personnel policy. The draft handbook is complete, and the manager reported that he will be comparing it to our existing policy and verifying that it is consistent with it. He plans to provide the Board copies of a final draft in March, and will request approval by April or May.

W-4. Water Tank Comprehensive Inspection

Staff has been evaluating proposals for comprehensive water tank inspections of all three of the district's reservoirs. The district manager provided three proposals from Maguire Water Company for consideration. Nancy Lee pointed out that these comprehensive inspections are required by the Colorado Division of Public Health and Environment every 3-5 years. The district manager reported that \$50,000 was included in this year's budget for these inspections and these quotes came in at \$16,250. He added that he hopes to have minor repairs made to the interior of the elevated storage tank as part of this inspection. Director Pesicka moved to authorize staff to proceed with the comprehensive water tank inspection as quoted by Maguire Water Tank Company, or other professional contractor, not to exceed the budgeted amount of \$50,000. Second provided by Director Dent. All Ayes – motion passed unanimously 5-0.

Manager's Report

A Manager's Report describing significant activities that took place during the month was included in the board packet. The District Manager reported that the Lawrence Arden Memorial Dedication sign is now being manufactured by Aspen Sign company and Nancy Lee displayed an updated picture to the Board. Staff hope to have a dedication ceremony in late March or early April. The manager reported he provided a letter of commitment to serve water and sewer for a project named Thompson Thrift Residential Apartments, that will ultimately have 336 units. Nancy Lee assured the Board that our system has plenty of capacity for this project. The manager reported that he and Mike Waresak met with Todd Leopold from DOLA regarding an Energy and Mineral Impact Assistance grant that would pay for half of the costs of recoating our South Booster Water Tank.

He added that Todd felt this project would be a good fit for the grant and we should be receiving an invite to apply in March. Staff will then prepare to present this project to an advisory board in late June. The district manager reported that the Colorado Springs City Council approved the interconnect agreement with Stratmoor Hills Water District on Tuesday, February 13, 2024. Forsgren Engineering is finalizing construction drawings to include CSU comments, and the manager will obtain a signature from our board president for the bill of sale document needed for the transfer of the infrastructure to be signed over to CSU. The district manager reported that the U.S. Air/Space Force provided us a copy of the signed ESA dated February 21, 2024. Nancy Lee reported that Well 10 sample results taken by the Air Force on July 11, 2023 came in at 74 ppt, exceeding the 2016 EPA health advisory levels used by them to determine whether they will provide assistance. Nancy Lee also reported that Well 4 repairs are ongoing. Our contractor is disinfecting, and scouring out the well casing and will provide us with additional videos to determine what repairs are needed. They have already pulled the well pump, and column piping and these will likely be replaced. She added that Well 4 is a very productive well and it will be nice to get it back in service. She explained that if we ever need to drill another well, it would be best to locate it near Well 10, where it is not under the direct influence of surface water.

Safety Committee Report

Director Willcox reported on both the January and February Safety Committee meetings. He reported there was a close call on January 24, 2024 and there have been zero accidents since August 21, 2023. He went over the agenda items for both meetings, and added that staff was going to work towards getting flagger certifications. Nancy Lee reported that Chris Arden is scheduled for training that will certify him as a trainer and he will train the others.

Financial Reports


The District Manager explained that due to the early meeting in January, the December and January reports were both included in the board packet. He explained that the QuickBooks Reconciliation Reports were included for each bank account. He showed where funds were transferred from the checking to the savings account so interest income could be increased. He reported the revenues and expenditures are both on track given the insurance has already been paid for the year. Director Pesicka moved to approve the December 2023 and January 2024 financial reports as presented. Second provided by Director Willcox. All Ayes – motion passed unanimously 5-0.

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 4:15 PM. Second provided by Director Willcox. All Ayes - motion passed unanimously 5-0.



John Willcox
Secretary/Treasurer



Robert Colgrove
President/ Chairman

