

**MINUTES OF THE BOARD MEETING  
OF THE BOARD OF DIRECTORS OF THE  
DENVER SOUTHEAST SUBURBAN WATER  
AND SANITATION DISTRICT**

A regular meeting of the Board of Directors of the Denver Southeast Suburban Water and Sanitation District was held on Wednesday May 19, 2021 via video conference, the time and place of the meeting according to the posted notices. The public was invited to attend via a web address or telephone number according to the posted notices. Present were Chairman Walt Partridge, District Board Members Terry Franklin, Steve Tinnes, Kenneth Smith, and Jim McGannon. Also present was Heather Beasley, District Manager, Joe Kinlaw, District Counsel, Thuy Dam from CliftonLarsonAllen and Greg Livin from WIPFLI.

**DIRECTOR BUSINESS**

Chairman Partridge let Director Smith know that it was his turn to provide letter for monthly newsletter.

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

There was no public present.

**MINUTES OF THE APRIL 21, 2021 REGULAR BOARD MEETING**

The minutes for the April 21, 2021 Regular Board meeting were approved with no revisions.

**Motion:** Ken Smith

**Seconded:** Steve Tinnes

**Vote:** All Directors present voted in favor.

**CONSENT AGENDA**

**RESOLUTION 2021-14 APPROVING AN EASEMENT AGREEMENT WITH TF PINERY WEST, LP**

A motion was entered to approve Resolution 2021-14.

**Motion:** Jim McGannon

**Seconded:** Terry Franklin

**Vote:** All Directors present voted in favor.

**ITEMS FOR BOARD ACTION AND/OR DISCUSSION**

**RESOLUTION 2021-15 APPROVING AN AGREEMENT WITH INSITUFORM TECHNOLOGIES, LLC FOR CIPP LINING**

This agreement is for liners for approximately 4000 linear feet of 21-inch wastewater collection pipe. The Board discussed the details of the Bid Bond, Performance Bond and Warranty Bond in the contract. Director Franklin mentioned that when he worked in Grand Junction, he had experience working with both companies listed and believes them to be reputable companies. Treasurer Tinnes pointed out an error on the printed resolution. This will be corrected.

A motion was entered to approve Resolutions 2021-15.

**Motion:** Jim McGannon

**Seconded:** Terry Franklin

**Vote:** All Directors present voted in favor.

#### **RESOLUTION 2021-16 APPROVING AN AGREEMENT WITH HYDRO RESOURCES FOR REHABILITATION OF SHALLOW WELL 2**

This is for necessary repairs to Reservoir Shallow Well 2. Manager Beasley informed the Board that this is one of the District's largest producing wells and it is critical to repair it as soon as possible. A motion was made to approve Resolution 2021-16 and approve a total expenditure of \$61,600 which includes a staff managed contingency of \$5,600.

**Motion:** Walt Partridge

**Seconded:** Ken Smith

**Vote:** All Directors present voted in favor.

#### **DISCUSSION REGARDING THE 2020 DISTRICT AUDIT**

Thuy Dam provided some highlights of the Audit. She noted that on the MDA provides a summary of significant changes in 2020 from 2019. She then introduced Greg Livin from Wipfli and he walked the Board through a high level review of the audit process.

WIPFLI found no deficiencies even understanding that expenditure approval processes may have changed this past year due to COVID. Mr. Livin explained the Single Audit and that receiving more than \$750,000 from federal sources will trigger a Single Audit. The auditors found no issues with how federal funds were spent, and no issues with what the money was spent on. Mr. Livin fully expects to issue a clean audit opinion on the District's 2020 financial statements.

Director Franklin asked about why the District received money from Parker Water and Sanitation District in 2020. Manager Beasley explained that was a refund of existing capacity purchased that it no longer needs. Director McGannon asked about whether the EyeOnWater should be included in the MDA. Manager Beasley explained that since that project will be happening in 2021, details about it will be included in next year's audit report.

#### **DISCUSSION REGARDING REVISIONS TO DISTRICT RULES AND REGULATIONS PART III**

Mr. Kinlaw guided the Board through the proposed revisions page by page. There was some discussion around the enforceability of the restrictions in the Rules and Regulations. Specifically, there was much discussion about the County's application of road salts. Necessary corrections were noted and the final draft of the new Part I and Part III of the Rules and Regulations will be presented to the Board for approval soon.

#### **ATTORNEY REPORT**

Mr. Kinlaw presented his monthly report to the Board. Mr. Kinlaw noted that, along with items listed in his report, he has spent considerable time working with staff on the Office Remodel Project that will be going out to bid on May 20, 2021. He also discussed with the Board about whether to reinstate disconnections and associated fees and late fees since the Governor's Executive Order prohibiting them has lapsed. The Board agreed to reconsider it at June's Board meeting.

**ACCOUNTANT REPORT**

Thuy Dam from CliftonLarsonAllen presented the April 2021 financial statements. There were no questions on the Financial Statements. She then discussed a table included in the Board packet outlining details about the five loans the District is paying on. She recommended that the Board pay in full two loans - CWRPDA 2005 and CWCB 2014. A motion was made to approve pay off the CWRPA 2005 and the CWCB 2014 loans.

**Motion:** Jim McGannon

**Seconded:** Steve Tinnes

**Vote:** All Directors present voted in favor.

**TREASURER REPORT**

Treasurer Tinnes presented the District's April 2021 Disbursement and Interim reports for approval. There was a motion to approve the interim payments of \$319,607.66 and the current disbursements in the amount of \$59,212.80.

**Motion:** Steve Tinnes

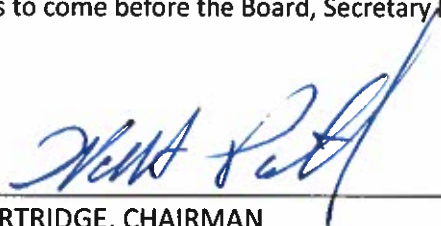
**Second:** Terry Franklin

**Vote:** All Directors present voted in favor.

**MANAGER REPORT**

Manager Beasley discussed the issues covered in the Monthly Manager's Memo. The Board discussed the idea of returning to in-person meetings. The members decided, because of the upcoming Office Remodel project, to continue with Virtual meetings until the fall.

There being no additional business to come before the Board, Secretary McGannon adjourned the meeting at 7:20 PM.



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WALT PARTRIDGE, CHAIRMAN

DENVER SOUTHEAST SUBURBAN WATER & SANITATION DISTRICT

ATTEST:

  
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JIM MCGANNON, SECRETARY