

St. Vrain Water Authority
DLG I.D. No. 67144
Board of Directors Meeting Regular Meeting
Minutes
August 14, 2023
4:00 PM @ Firestone Town Hall

A regular meeting of the Board of Directors of the St. Vrain Water Authority convened on Monday August 14, 2023, at 4:00 P.M. in the Firestone Town Hall located at 9950 Park Avenue, Firestone, Colorado. Any director or consultant who was unable to physically attend the meeting could attend virtually.

The following Directors were in attendance, to wit:

Julie Svaldi (2026)	President	Absent
Julie Pasillas (2024)	Vice-President	Present
Dave Lindsay (2024)	Secretary	Present
James Walker (2025)	Board Member	Present
Don Conyac (2025)	Treasurer	Present (arrived about 4:10 PM)

Also, in attendance was Amber Kauffman (Little Thompson Water District), Rusti Roberto (Town of Firestone), Brett Gracely (Leonard Rice Engineers) and Nicholas Griffin (State of Colorado, Department of Public Health and Environment).

Tim Flynn (Collins Cole Flynn Winn Ulmer), Wayne Ramey (Ramey Environmental) attended via Zoom.

A member of the public who is identified as Bobby Mathews also was present for the meeting.

Agenda Item 1:

A quorum having been established, the meeting was called to order by the Authority's Vice-President, Julie Pasillas at 4:02 P.M.

Agenda Item 2:

Director Pasillas referred the Board to the meeting minutes for the July 10, 2023 Board meeting.

Motion to approve the minutes was made by Director Lindsay, Second by Director Pasillas.

Motion passed unanimously by voice vote.

Agenda Item 3:

Bobby Matthews, a Firestone resident, gave public comment regarding the Financials.

Agenda Item 4:

Nicholas Griffin a Drinking Water Coach with the Water Quality Control Division from the State of Colorado Department of Public Health and Environment gave a presentation of

Water Quality Compliance responsibilities of the Authority and its board of directors. Mr. Griffin had a 54-slide presentation and had provided a PDF of the slides to Director Lindsay prior to the meeting.

Agenda Item 5a:

Director Lindsay directed the Board to the packet to a summary of current bills that were paid or are being processed for payment. Director Lindsay explained that Black Hills Energy finally resolved the ongoing billing issues. He explained that the meter was working properly but there was a disconnect between the meter reading staff and the billing staff. He explained that this amount was in fact the usage from February of 2023 when the meter was installed to the current month of August. He reported he was working with Jessica Clanton to decide if we would pay the bill in full now or if we would take advantage of Black Hills offer to make installment payments.

Motion to approve the payment of bills was made by Director Lindsay, Second by Director Conyac.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Dave Lindsay	X		
James Walker	X		
Don Conyac	X		
Julie Pasillas	X		

Motion was passed.

Agenda Item 5b:

Director Lindsay directed the board to the financial statements. He noted that he received the financial statements right after the packet was sent out.

Director Pasillas pointed out that the Water Sales was not populated on the Budget to Actual financial statement. Director Lindsay noted that 2 bills had been sent, and it looked as though the sales were lumped into the base charges. Director Lindsay and Director Conyac will speak with Jessica Clanton the Budget Officer to correct the YTD sales.

Motion to approve acceptance of financials, was made by Director Lindsay and Second by Director Conyac.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Don Conyac	X		
Julie Pasillas	X		
Dave Lindsay	X		
James Walker	X		

Motion passed unanimously.

Agenda Item 5c:

Director Lindsay directed the board to the packet to Resolution 2023-06 Approving Plummer Associates Inc On-Call Professional Engineering Services Agreement. Director Lindsay explained he had the draft agreement at the last meeting and the costs were high, assuming work would have started much earlier. He also noted that Plummer Associates will only bill when needed.

Director Lindsay then directed the board to Exhibit A in the packet to the scope of services. He explained they will assist on control systems and operations. Director Lindsay also noted that the Authority would need to acquire an asset management software package in the near future, and this would need to be placed in the 2024 Budget. He will be asking Plummer to help with that, and some other tracking spreadsheets related to chemical use.

Motion to approve Resolution 2023-06, was made by Director Conyac and Second by Director Lindsay.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
James Walker	X		
Don Conyac	X		
Julie Pasillas	X		
Dave Lindsay	X		

Motion passed unanimously.

Agenda Item 6a:

Director Lindsay reminded the Board that Budget for 2024 is starting, and asked the Board members if there was anything specific that needed to be placed within. Director Lindsay will work with the Treasurer and Budget Director to have a DRAFT 2024 Budget Worksheet available for the September meeting.

Attorney Flynn noted to the Board that Budget Deadlines have changed and that we have until January.

Agenda Item 6b:

Director Lindsay reminded the Board that he reached out to a specialist regarding WTP Controls Service and Support for scope of work and budget. Director Lindsay to continue looking for info.

Agenda Item 7a:

Wayne Ramey with Ramey Environmental Compliance referred the Board to the monthly activity report included in the packet. He also noted this month's report's production table was for reporting Month was for July not June. There were no questions or comments from the Board.

Agenda Item 7b:

Director Lindsay noted that the plant is essentially done and operating. There is a small punch list of items that need to be taken care of by the general contractors' subcontractors. However, the subs are owed money and won't return to the site until the contractor pays them. Firestone is working with the contractor and the project surety to resolve the matter and get the project wrapped up.

Agenda Item 7c:

Director Lindsay explained that there was no update at this time, however Rusti was continuing to update the Website as needed.

Agenda Item 7d:

Director Lindsay reported to the Board that the team of CorKat and Verkada, were working on a security system proposal. Director Lindsay noted that the proposal was not ready for this meeting, and he let them know he needed the proposal for budget purposes as soon as possible. The proposal will be ready at the next meeting.

Director Lindsay explained that there would be a public presentation, and he recommended that there be an executive session held to discuss a more detailed plan for the security proposed for the plant.

Agenda Item 8:

Next Meeting will be September 11, 2023 at Firestone Town Hall, starting at 4:00 PM. No conflicts were reported by the Board.

Agenda Item 9:

No Other Business was discussed.

Agenda Item 10:

Motion to adjourn made by Director Lindsay, Second by Director Conyac.

Motion passed unanimously by voice vote.