

HAMILTON CREEK METROPOLITAN DISTRICT

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, November 10th, 2020

Attending Board Members:

Bob Bruno

Ruth Carroll

Wendell Bond

Dan O'Brien

John Jones

Others Attending:

Chip Harris

Tom Oberheide

Kelly Baldwin

Matt Willitts

Bob Pietrzyk

The meeting was called to order at 3:05 pm by Bob B. after verifying that the meeting was properly noticed and that a quorum was present.

APPROVAL OF MINUTES

The draft meeting minutes were approved after correction of a few typos (RC/JJ, 5-0).

WATER OPERATIONS REPORT

Matt provided the following operations report:

Hamilton Creek Metro District

WSI Operations Report for 11/10/2020 Board Meeting

- RKR, Inc. installed a 4" insert valve in the intersection of Lakeview Circle and Hamilton Creek Road. This valve is necessary to isolate and/or divert water around pressure zone 2's loop and keep more customers in service during emergencies. The asphalt patch has been made but without infrared seams. What is the District's preference?
- WSI has reached out to Riley Cook and Infinity Welding for estimates on fabrication of a security hatch to access the 200,000-gallon storage tank. This will help prevent unauthorized people from climbing the tank.

Unfortunately, weather may prevent getting estimates or project completion until next summer.

- The computer at the water plant that operates the SCADA software is failing. There are several options to evaluate. Ranging from replacement of the computer and SCADA software for ~\$5000 to replacement of the computer and “leasing” the SCADA interface virtual with monthly fee’s for ~\$3000. Further discussion at the meeting.

The board discussed with Matt the requirements for the new computer and Bob B. encouraged Matt to purchase the better computer for a few hundred dollars more, that way the computer could handle the SCADA software if installed or be able to accommodate the hosted SCADA option, whichever Water Solutions recommends after further evaluation.

FINANCIAL REPORTS

The Board reviewed the financial reports provided by Kelly. Dan said he had made several attempts to contact Norton & Smith to discuss a retainer the District had provided them more than a year ago for work related to the investigation of Bob Polich administration. Tom said he had recently received an invoice from Norton & Smith forwarded from Chuck Harris, so it appears they are still providing some services.

Bob B and Dan provided a brief update to ongoing legal issues concerning Bob Polich.

There was a brief discussion of the higher water bills, and Tom explained that he does review high water usage accounts daily and alerts homeowners if the usage is continuous and indicative of unintentional use. Tom’s review of higher use accounts looked like high irrigation amounts, but he did not see use patterns that looked like unintentional water use.

Bob Pietrzyck said he had reviewed the financial statements and that everything looked fine.

ZELLE UPDATE

Kelly will set up a dedicated email account required for Zelle to work and finish setting up Zelle as an electronic payment option for homeowners.

INSURANCE

Tom reviewed some questions the Board had about insurance coverage from the September meeting. Tom discussed the questions with the Colorado Special District Insurance Pool and provided the following information:

- The District’s liability policy will defend the District if an unauthorized user of District roads was injured and sought compensation.

- There is an accident policy for volunteers. When I review the policy and enter info for 2021, I will input the number of volunteers and estimated hours on the liability schedule. The policy provides \$25,000 of accidental medical coverage in excess of other insurance if someone is injured while performing volunteer services for the District.
- The District may choose to increase insured amounts above the appraised amounts during the annual renewal or at any time.

Bob B asked Tom to review project costs from the building of the Water Treatment Plant to estimate the cost to build the building and compare it to the appraised renewal cost.

The Board directed Tom to include 10 volunteers and 100 hours of volunteer time to be added during the annual renewal process for 2021 coverage.

RESIGNATION AND APPOINTMENT

Dan O'Brien resigned from the Board of Directors since he is moving to Wyoming. The Board and staff wished Dan well and thanked him for his time, help, and sense of humor.

The Board of Directors voted to appoint Philip (Chip) Harris to fill the vacancy (WB/JJ, 4-0).

2021 BUDGET

The Board discussed the Draft 2021 Budget. Bob Bruno opened a Public Hearing to discuss the budget after verifying that the proper notice of public hearing had been published. After no public comments were made, Bob closed the public hearing. The Board voted to approve the proposed 2021 Budget for the Hamilton Creek Metro District (RC/WB, 5-0).

CERTIFICATION OF TAX LEVIES

Tom presented the certification of tax levies for 2021 for Board review. After no comments were made, Tom said he would sign and submit to the appropriate governing bodies after receiving the final Certification of Values in late November.

ROAD PROJECT UPDATE

Columbine Hills has been awarded the Road Replacement Project, and they will begin construction on or before July 1 per conversation with Civil Insight.

2021 MEETING SCHEDULE

The board agreed to the 2021 Proposed Meeting Schedule: Tuesdays at 2 pm on March 9th, June 8th, September 7th, and November 9th. All meetings will be held remotely.

NEW BUSINESS

Bob B said he had received an email from Jan Kennaugh regarding paving the remainder of Timberwolf Trail. Tom said he had approached two contractors for estimates but neither of them responded, citing that everyone is busy trying to wrap up projects for the year. The board

discussed a potential cost sharing agreement of 20/20/60, where the District would pay 60% and the two owners at the end of Timberwolf would pay for 20% each. Once a proposal with costs can be approved, the District could then approach the homeowners with an agreement to get the paving complete. The board was in general agreement of this approach. Tom will try to get proposals for work to be completed in 2021.

Tom summarized some emails and discussions from a homeowner who had pinhole leaks in his pipes and had replaced his plumbing with pex. The homeowner wanted to know what the District was doing or had done about the pinhole leaks. Tom told the Board that he cannot find records of all the homes that have had pinhole leaks in the neighborhood, and after board discussion they recall that 6 or 7 homes have reported them over the years. The Board did not think the District needed to do anything additional at this time.

The meeting was adjourned by Bob B at 5:19 pm.

Respectfully submitted by:

Tom Oberheide