

**CHATFIELD SOUTH WATER DISTRICT**  
**RECORD OF PROCEEDINGS**  
**MINUTES OF THE MEETING OF THE**  
**BOARD OF DIRECTORS**  
HELD: 6 p.m. ON WEDNESDAY, March 11, 2020

KASSLER CENTER  
11250 WATERTON ROAD  
LITTLETON, COLORADO

A meeting of the Board of Directors of the Chatfield South Water District in unincorporated Douglas County, State of Colorado was called and held as shown above and in accordance with the applicable statutes of the State of Colorado with the following persons present and acting:

**BOARD MEMBERS:**

- ❖ Donna Fleischer, President
- ❖ Tom Mansfield, Treasurer (absent, excused)
- ❖ Joe Rottman
- ❖ Evan Ela, Secretary
- ❖ Jay King, Vice President

**PUBLIC IN ATTENDANCE**

Kurt Schlegel, Special District Solutions, District Manager  
Marcus Pachner, Solstice/ Shea Homes

**I. CONSENT AGENDA**

A. **Call to Order**: The meeting was called to order by President Fleischer at 6:00 p.m. The Pledge of Allegiance was recited. A quorum of four Directors was present.

B. **Disclosure of Conflicts**: None stated.

C. **Approval of Agenda**: The Board approved the agenda.

D. **Approval of Minutes**: The Board reviewed and discussed the minutes from January 8, 2020 meeting and some revisions were suggested. Director Ela took note of the revisions and the minutes as revised were approved unanimously by the Board.

**II. PUBLIC COMMENT**

A. There was no public in attendance.

**III. ACTION ITEMS** - The board rearranged agenda to accommodate visiting presenters.

A. **Marcus Pachner - Discussion Regarding ARS**. Mr. Pachner reported to the Board on his discussions with ARS with respect to the ongoing dispute over reduction of District water taps serving the ARS property. ARS does not want to change water service from the

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District to the Dominion Water and Sanitation District because it would require new taps issued by the Dominion District at an estimated cost of \$200,000. ARS currently pays approximately \$1,800 in property taxes to the Chatfield South Water District, and desires to remain a customer of the District. He urged the District to resolve the current tap dispute with ARS as the best path forward.

B. **Discussion Regarding Shea Impact on CSWD.** Mr. Pachner reiterated the proposal from Shea Homes to enable a water line interconnection between Chatfield South Water District and Centennial Water and Sanitation District for future emergency use. He suggested that the Chatfield South Water District could possibly obtain a grant for a portion of the funding needed based on his discussions with officials at Douglas County. Mr. Pachner said he would determine the cost to Chatfield South Water District to complete the interconnection infrastructure.

**IV. FINANCIAL ITEMS**

A. **Consider Ratification and Approval of Payment of Claims.** Manager Schlegel presented the payment of claims for the claims made prior to March 8, 2020. The Board discussed the claim from Diversified Underground, Inc. for additional underground locates in the amount of \$565 and questioned why new locates are needed frequently for the same underground facilities. Upon motion by Director King, seconded by Director Rottman, the Board unanimously approved the payment of claims presented. Manager Schlegel noted for the Board that requests to Bank of the West for changes of address and access had still been ignored by the bank.

B. **Cash and Financials.** Manager Schlegel presented the cash position and financial statements to the Board as of January 31, 2020. A more recent report was unavailable due to the inability of Manager Schlegel to access the District accounts at Bank of the West. The Board agreed with Mr. Schlegel's suggestion that the District accounts be moved to a different bank after investigation of available options by Mr. Schlegel.

**V. DISCUSSION ITEMS**

A. **Review and Consider Resolution 2020-03-01, Backflow Prevention Program.** The Board discussed the backflow prevention program provided by Ramey Environmental and as described in proposed Resolution No. 2020-03-01. By adopting the Resolution and the backflow prevention program, the District's water system will comply with the recent CDPHE inspection and violation notice. ARS, the District's only commercial connection, will be required to obtain a backflow prevention inspection and certification annually under the program. Upon motion by Director Fleischer, seconded by Director King, the Board unanimously approved Resolution 2020-03-01.

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B. **Ratify Contract for Utility Billing Services with American Conservation and Billing Solutions (AMCOBI)**. Manager Schlegel presented a contract that had been proposed by AMCOBI to begin performing water billing service for the District. Mr. Schlegel explained that the contract had been reviewed and revised by the District's legal counsel, and signed by President Fleischer so that the billing service could begin with the first billing period in 2020. Upon motion by director Rottman, seconded by Director Ela, the Board unanimously ratified the Utility Billing Services Agreement executed with ACBS on February 25, 2020.

**VI. LEGAL REPORT**

There was no legal report.

**VII. OTHER BUSINESS**

A. **Water Testing**. The Board took note that the results of the January and February residual chlorine and bacteria water tests had no violations.

**VIII. MANAGER REPORT**

A. Manager Schlegel presented his report to the Board with the following items discussed in detail:

1. Denver Water has notified the District that it will raise the pH of treated water provided to its customers, including the District, to reduce the leaching of lead into the piped water supply. The increase in pH will cause the District to increase its water testing frequency from 5 sites per year to 10 sites every 6 months—a fourfold increase in testing. Five additional customer addresses will have to be identified by Ramey Environmental to complete the 10 testing sites. Mr. Schlegel will work with Ramey to determine the testing locations and program.

2. Mr. Schlegel suggested that other firms might be a better fit for the District's ORC than Ramey Environmental. The Board expressed some dissatisfaction with Ramey's performance in the recent CDPHE inspection, violation notice, and failure to timely comply with a response, prompting a second violation warning and deadline from CDPHE.

3. Ramey Environmental has a box of District maps and specification documents, and is proceeding to get all relevant materials digitized for future use.

4. Mr. Schlegel stated that he would follow up with the Chatfield Mitigation Company to obtain payment on the District's final invoice related to the Chatfield Reservoir Reallocation Project.

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5. Mr. Schlegel informed the Board that only three self-nomination forms had been submitted for election to the District's three open Director seats as of the May 2020 regular election, and therefore the election was cancelled and the three nominees will be sworn in at the next regular Board meeting. Mr. Schlegel also agreed to investigate whether the District voters had ever approved term limit waivers for Directors.

6. Mr. Schlegel informed the Board that he would clean up the District's website to make it SIPA (Statewide Internet Portal Authority) compliant.

**IX. ADJOURNMENT**

Upon motion duly made and seconded, the Board adjourned the meeting at 6:54 p.m. The next regular scheduled meeting of the Board of Directors will be held 6:00 pm on Wednesday, May 13, 2020 at the Denver Water Kassler Center, 11300 Waterton Road, Littleton, CO.

Respectfully submitted,

  
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Evan D. Ela, Secretary