

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH WATER AND SANITATION DISTRICT HELD JANUARY 18, 2012

A regular meeting of the Board of Directors of the Roxborough Water and Sanitation District was held on Wednesday, January 18, 2012 at 8:00 a.m. at the Roxborough Water and Sanitation District's offices located at, 6222 N. Roxborough Park Road, Littleton, Colorado 80125. Notice of the meeting was duly posted in at least three locations within the boundaries of the District, as required by State law.

Attendance:	Phil Scott, Director	John Dillon, Director
	Dave Thomas, Director	Tim Moore, Director
	Dave Bane, Director	Ted Snailum, TWS Financial, Inc.
	Larry Moore, RWSD	Alan Pogue, Esq.
	Vickie Nolen, RWSD	Bill Goetz, RWSD
	Cindy Taylor, RWSD	Mike Marcum, RWSD
	Joanne Cleveland, RWSD	Greg Liptak, Resident
	Don Yowell, RPF	

Call to Order: The meeting was called to order by Phil Scott, President of the Board. It was also established that a quorum was in attendance and there are no conflicts of interest disclosed.

AMENDED AGENDA: The Board upon a motion, second and unanimous vote agreed to amend the agenda to add under Regular Agenda a presentation by Amy Sherman from the Northwest Douglas County Economic Development Corporation, an e-mail from Amy Sheehan and a letter from Omar Salinero of Rain Dance Trail.

PUBLIC COMMENT:

There was no public comment.

CONSENT AGENDA: Upon a motion and second, the Board approved the Consent Agenda, which consisted of:

1. Approve Minutes of the November 14, 2011 Special Meeting and November 16, 2011 Regular Meeting
2. Ratify Payroll for November 30, 2011, December 15, 2011, December 31, 2011 and January 15, 2012
3. Approve Payment of Claims- checks #53310-53318
4. Ratify Payments since November 16, 2011 – checks #53191-53309
5. Pump Station Improvements
 - i. Approve Pay App #8 to Redline Pipeline
 - ii. Approve Change Order #3 to Redline Pipeline

REGULAR AGENDA:

GENERAL MANAGER'S REPORT:

Aurora: Mr. Moore informed the Board that they continue to work with Roxborough Village to finalize the amended Agreement between the Village and RWSD.

Chatfield Reallocation: Mr. Moore informed the Board that the water providers are pushing forward an agreement between each other which may accelerate RWSD's formal withdrawal from the project.

Meadow Ditch Water: Larry Moore, Steve Jeffers, Alan Pogue and Mitch Chambers have met with representatives of Castle Pines Metropolitan District and are working through the proposed contract. All requested documents have been delivered to Castle Pines Metro District.

Sterling Ranch/Dominion: Mr. Moore informed the Board that he, Alan Pogue and Bill Goetz have had several meetings with Dominion representatives. They updated the Board on the different avenues that are available to RWSD with regard to building the new water plant and whether or not the Board wants to continue pursuing these avenues with Sterling Ranch as a possible partner. The Board agreed that we need to continue dialogue with Dominion as we use this year to plan the building of a new Water Treatment Plant.

Fairbanks/Morse: Larry Moore and Bill Goetz gave the Board an update regarding the problems we have been having with the wastewater pumps at the Roxborough Lift Station. Larry and Bill traveled to Kansas City to meet with the representatives of Fairbanks who manufactured the pumps. After meeting Larry and Bill feel positive that they will be able to resolve the pump issue in a timely and efficient manner. There is a plan to return one of the pumps to Fairbanks for remedial work and further testing.

Pulte Roads: Larry Moore shared with the Board an e-mail he was copied on from Amy Sheehan who lives in the Pulte Subdivision. Her concerns with the roads were discussed and from information we have received from Douglas County they are responding to this complaint with some extra attention to the affected roads and will be sending out letters to the people in these areas to give them information about when the roads will be paved. There is an existing IGA between the County and the District which makes the County responsible for any further repairs to the roads.

6150 Rain Dance Trail: Larry Moore discussed with the Board a letter that Phil Scott received from Omar Salinero who owns a home at 6150 Rain Dance Trail. The letter from Mr. Salinero states that his home had a water break and consequently he was charged for the water that went through his meter from the break. Mr. Salinero did not want to pay for the water since he insisted that he had asked the District to turn his water off. The District was asked to close the account which is not the same as turning the water off at the curb stop. Also, since Mr. Salinero did not winterize his home nor turn off and blow out his sprinkler system, the Board felt he had not taken the precautions an absentee homeowner would expect to take. The Board agreed that he owed for the water but did instruct staff to send Mr. Salinero a revised bill with the charges for all the water at the lowest rate. The Board also asked Larry Moore to respond to Mr. Salinero with the facts as stated above.

Northwest Douglas County Economic Development Corporation: Amy Sherman, President of the Northwest Douglas County Economic Development Corporation gave a short presentation to the Board regarding this new organization and what it means to this region. Ms. Sherman talked to the Board about the benefits of becoming a member of this organization. The Board decided they would consider Ms. Sherman's request later in the meeting under Board Action Items.

LEGAL ISSUES: Alan Pogue gave the status report to the Board.

OPERATIONS: Mike Marcum gave the Board an overview of work done in the District, at the Plants, and in the Field.

ENGINEERING: Mr. Goetz presented the engineering status report.

FINANCIAL: Mr. Snailum presented the November 2011 and December 2011 Financial Statements to the Board. Upon a motion, second and unanimous vote the Board accepted the November 2011 and December 2011 Financial Statements.

ADMINISTRATIVE:

Monthly Customer Summary: Mrs. Taylor reviewed the Monthly Customer Summary with the Board. Since we have started the rebate program, January 1, 2008, we have rebated \$52,255.11.

BOARD ACTION ITEMS/UPDATES:

Resolution No. 12-01-01:

Resolution No. 12-01-01 regarding Annual Administrative Matters regarding the District's duty to perform certain obligations on a reoccurring basis in order to assure the efficient operation of the District was presented by Alan Pogue, Esq. Upon a motion and second this Resolution No. 12-01-01 was adopted and is incorporated as a part of these minutes.

Resolution No. 12-01-02:

Resolution No. 12-01-02 regarding the May 8, 2012 election was presented by Alan Pogue, Esq. Upon a motion and second this Resolution No. 12-01-02 was adopted and is incorporated as a part of these minutes and also this election was determined to be a polling place election.

Northwest Douglas County Economic Development Corporation: The Board discussed the presentation Amy Sherman made on behalf of the Northwest Douglas County Economic Development Corporation. Upon a motion, second and 4-1 vote, Dave Thomas was the opposition vote, the Board agreed to join the Northwest Douglas County Economic Development Corporation as a Silver Member for the 2012 year.

Rate Work Session: Larry Moore reminded the Board about our annual work session to review rates and fees. The work session is scheduled for Thursday, February 9, 2012 at 8:00 a.m. This meeting will be noticed.

ADJOURN: Being no further business, a motion was made to adjourn the meeting at 10:35 a.m. Upon a second, the motion passed.

Respectfully Submitted,


Secretary for the Meeting