

Louviers Water and Sanitation District
 Regular Board Meeting Minutes
 Held Tuesday, October 12, 2021, at 6:30pm

Attendance Board Members:
Matthew Collitt, President
Nick Pepping, Member
Andy Dunn, Member
Jake Kennedy, Member
Beca Connet, Treasurer

Also in attendance:
Tim Flynn, Collins, Cockrel and Cole via Zoom
Michael Gerstner, TST Infrastructure
Larry Moore, District Consultant via Zoom
Ron Beane, via Zoom
Will Parker, via Zoom
Ryan Spor, Resident
Valerie, Resident via Zoom
Neil Schilling, Schilling and Company
Sujata Trehan, Circuit Rider of Colorado
Sarah Shepherd, Circuit Rider of Colorado

Agenda Item	<p>Notes: The Board of Directors of the Louviers Water and Sanitation District held a meeting at 6:30 pm on Tuesday, October 12, 2021, in person and via Zoom.</p>
Call to order/agenda	<p>Meeting called to order at 6:35pm by Director Collitt.</p> <p>Public hearing for USDA Loan: Sarah Shepherd gave an update to the Board. Allison will be able to turn around the adjustment in a couple of weeks. The District may be ready to move forward with the loan package next month. District needs to execute the CDPHE Grant documents, and the USDA loan, as they are. District will let Tim Flynn know as soon as we hear from Allison.</p> <p>Tim Flynn’s office will process the Budget notice and publication. Budget hearing will be on December 14, 2021. Deadline for certifying delinquent accounts in Douglas County is November 1, 2021. District will confirm that the process for notifying delinquent accounts has been followed.</p>
Updates	<p>Range development update:</p> <p>The board discussed the recent activities of the Range development with regard to a continuance with the County Board of Commissioners and the</p>

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	<p>service letter from Dominion Water and Sanitation District to serve Louviers in the future, all dependent upon funding, which has not been secured.</p> <p>Larry Moore gave the Board an update regarding Range development. District will know more in the next 60-90 days. Range is keeping the District in mind and will keep the District updated. Sarah Shepherd will meet Andrea Cole in a few days and the District has contacted Ann Terry at SDA to request a meeting to assist the District with convening partnership discussions with other small water and wastewater districts in the area. Discussion followed.</p> <p>Ron Beane also gave an update to the Board. Discussion followed.</p>
<p>New Business and Open Items:</p>	<p>New business and open items:</p> <ul style="list-style-type: none">● <u>Review the meeting minutes September 14, 2021</u> Upon motion by Director Collitt and seconded by Director Connet, the Board voted 5-0 to approve the minutes as presented. ● <u>Consider disbursements for approval.</u> Director Connet presented the September disbursements with the Board. Upon motion by Director Connet and seconded by Director Collitt, the Board voted 5-0 to approve the September disbursements, as presented. <p>Neil Schilling gave an update to the Board. Bill.com account has been set up. Directors will be paid via Bill.com moving forward. Water loan and sewer loan payments are coming due. USDA loan payment is also coming up on November 4th.</p>● <u>Consideration of Resolution regarding certification of delinquent Accounts</u> Neil Schilling gave the Board an update on the current balances on delinquent accounts – 38 and 167. Upon motion by Director Collitt and seconded by Director Connet, the Board voted 5-0 to approve the Resolution 2020-10-1 Delinquent Accounts, contingent upon any changes. ● <u>Financial report</u> Mr. Schilling presented the September financial report and Preliminary Draft of the Budget to the Board.

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	<ul style="list-style-type: none">● <u>Review Funding Infographic and letter to Board of County Commissioners</u> Sarah Shepherd presented the projects and funding infographic to the Board. This will be shared with the County, SDA, and state resources. Sarah Shepherd presented the draft letter to Board of County Commissioners. Upon motion by Director Collitt and seconded by Director Connet, the Board voted 5-0 to approve sending the letter to George Teal and the Board of Commissioners. ● <u>Grant updates, review Wastewater infrastructure options by Michael Gerstner</u> Michael Gerstner presented drawings to the Board. Discussion followed regarding the scope and needs for wastewater repairs, especially the options for the CDPHE and USDA scopes. ● <u>Coronavirus relief fund update if any</u> No updates at this time. ● <u>Well update and radium treatment cost estimate by Michael Gerstner</u> Michael Gerstner presented the Board with an update regarding his meeting with CDPHE. There are some potential planning grants, which may be considered in the future. Sarah Shepherd and Michael Gerstner met with the Clay Brown, DOLA representative. Discussion followed. Upon motion by Director Collitt and seconded by Director Connet, the Board voted 5-0 to apply for CDPHE SRF funds and Mineral Impact grant, once available. ● <u>Construction Water Permit approval</u> Upon motion by Director Collitt and seconded by Director Connet, the Board voted 5-0 to approve the Construction Water Permit policy, as amended. ● <u>Updates, application site maintenance plan discussion, tabled from prior meetings (Will Parker/Sarah Shepherd)</u>
Operations	Operations: <ul style="list-style-type: none">● <u>Report from Will Parker</u> Will Parker presented his report to the Board. Meter replacement process was discussed.

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	<p>Neil Schilling will send a form letter to update residents of the meter update schedule. Will Parker has door tags that can be placed on homes to inform resident of meter replacement. Neil Schilling will also send a letter to the community to request that people NOT to flush baby wipes.</p> <p>● <u>Review Emergency Response Plan</u> Will Parker presented the Emergency Response Form to the Board. Management will send the document to Will, for final updates of all the missing information/contact numbers. Remove Neil Schilling from the Emergency Response Plan. Matt Collitt will serve as the primary Board member contact. Jake Kennedy will serve as the backup Board member contact.</p>
Public Input	.Good job guys! – input from Ryan Spor.
Adjournment	Meeting adjourned at 7:56 pm by acclamation.