

Louviers Water and Sanitation District
 Regular Board Meeting Minutes
 Held Tuesday, November 9, 2021, at 6:30pm, in person and via Zoom Call

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

Also in attendance:
Neil Schilling, Schilling and Company
Michael Gerstner, TST Infrastructure
Will Parker, Operator via Zoom
Valerie, Resident via Zoom
Unnamed resident via Zoom
Tim Flynn, Collins, Cockrel and Cole via Zoom
Tom Peltz, Kutak Rock LLP
Sujata Trehan, Circuit Rider of Colorado
Sarah Shepherd, Circuit Rider of Colorado

Agenda Item	The Board of Directors of the Louviers Water and Sanitation District held a meeting at 6:30 pm on Tuesday, November 9th, 2021, in person and via Zoom.
Call to order/agenda	Meeting called to order at 6:30pm by Director Collitt. <u>USDA Loan Update:</u> Michael Gerstner and Sarah Shepherd gave the Board an update of options for administering the project. Discussion followed. Sarah Shepherd will obtain the latest version of the document from Allison at USDA and share with Tim Flynn and Tom Peltz to begin the authorization process.

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Updates

Dominion Connection / Range development update:

Director Collitt and Sarah Shepherd gave the Board an update on the ongoing negotiations. Discussion followed.

New business and open items:

- Review the meeting minutes October 12, 2021
Upon motion by Director Collitt and seconded by Director Pepping, the Board voted 5-0 to approve the minutes as presented.
- Consider disbursements for approval
Director Connet presented the October disbursements to the Board.

Upon motion by Director Connet and seconded by Director Collitt, the Board voted 5-0 to approve the October disbursements, as presented.

- Financial report
Mr. Schilling presented the October financial report and Preliminary Draft of the Budget to the Board.

The Board discussed a potential Rate Increase per the notice provided in the board meeting agenda and packet. Discussion followed. The Board selected the middle increase indicated in the preliminary Draft of the Budget.

- Review ARPA Funding Request Letter to Douglas County Board of County Commissioners (Due November 19, 2021)
Sarah Shepherd presented the draft letter to the Board. Discussion followed.

Upon motion by Director Collitt and seconded by Director Connet, the Board voted 5-0 to present the letter as drafted to the Douglas County Board of County Commissioners.

- Grant updates
 - Wastewater bid options by Michael Gerstner
Michael Gerstner presented the Wastewater options to the Board. Discussion followed.
 - State Revolving Fund (SRF) Pre-qualification scope
Michael Gerstner is working on the scope document; it is almost complete. Discussion followed.

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	<ul style="list-style-type: none"> ● <u>Discuss 2022 meeting dates</u> The Board discussed moving the Board meeting to the third Tuesday of the month and holding 9 regular meetings each year instead of 12, with special meetings to be held, as necessary. Discussion followed. Formal resolution will be included in the next Board meeting. ● <u>Upcoming change in District Law firm</u> Tim Flynn presented the upcoming changes to Collins, Cockrel and Cole. <p style="text-align: center;">Upon motion by Director Collitt and seconded by Director Connet, the Board voted 5-0 to continue utilizing Collins Cole Flynn Winn & Ulmer, PLLC as the District’s counsel.</p> <ul style="list-style-type: none"> ● <u>Change of address</u> District Management will contact CDPHE to update the District’s mailing address.
Operations	<ul style="list-style-type: none"> ● <u>Report from Operator</u> Will Parker presented updates to the Board. Fire hydrants have been replaced. All non-functional water meters are being replaced. 2 properties are outstanding for meter replacement. Discussion followed. <p style="text-align: center;">Upon motion by Director Collitt and seconded by Director Connet, the Board voted 5-0 to purchase 10 additional water meters for replacement purposes.</p> <ul style="list-style-type: none"> ● <u>Final Emergency Response Plan for posting</u> The District’s Emergency Response Plan has been posted on the District website. ● District manager will provide tiny URL of Google Contact Form to Neil Schilling for residents to update their contact information.
Public Input	Great job you guys – input from Valerie, community member.
Adjournment	Meeting adjourned at 7:42 pm by acclamation.