

BERKELEY WATER & SANITATION DISTRICT  
4455 W. 58<sup>TH</sup> Ave., Unit A; Arvada, Colorado 80002-7007  
In and For the Counties of Adams and Jefferson

MINUTES OF THE REGULAR MEETING  
March 11, 2020

Present for March 11, 2020:

Craig Jones, President  
Carl Lee Jones, Treasurer  
Philip Cipri, Secretary, Metro Representative

Excused Absence for March 11, 2020

Gloria Rudden, Vice President

Also Present for March 11, 2020:

Sharon Whitehair - Berkeley Water and Sanitation District

Call to Order on March 11, 2020:

Craig Jones called the March 11, 2020 meeting to order at 6:00 pm.

Approval of Agenda:

Cipri moved to approve the agenda. Carl Lee Jones seconded. The motion passed unanimously.

Comments from the Public:

No comments from the public.

New Business:

Whitehair stated that while Sawyer and Wilkins were setting up the jetting schedule, Sawyer found that the access point to the main at 53<sup>rd</sup> and Stuart had been blocked. Research was done and that main runs through twelve back yards. Wilkins found that all of the homes have done improvements to their properties and encroached upon the easement. Whitehair will start contacting the owners to see if they are aware of the easement and its requirements. Sawyer will work with the home owners to accomplish the jetting and televising this year.

Minutes of the February 12, 2020 Board Meeting:

Cipri moved to approve the minutes of the February 12, 2020 meeting. Carl Lee Jones seconded. The motion passed unanimously.

Accounts Past Due Report, Month ending February, 2020:

Cipri moved to accept the Accounts Past Due Report for the month ending February 2020. Carl Lee Jones seconded the motion. The motion was unanimously approved.

Treasurer's Report for Month Ending February, 2020:

Cipri moved the Treasurer's Report be approved for February 2020. Carl Lee Jones seconded the motion. The motion was unanimously approved.

Cash Disbursements and Payroll for March 2020:

Cipri moved the March 2020 cash disbursements and payroll be approved. Carl Lee Jones seconded the motion. The motion was unanimously approved.

Public Hearing to Amend the 2019 Budget

Cipri moved to open the public hearing to amend the 2019 budget. Carl Lee Jones seconded. The motion passed unanimously. With no public present, Carl Lee Jones moved to close the public hearing. Cipri seconded. The motion was unanimously approved.

Resolution 2020-02 Amending the 2019 Budget and Appropriating Supplemental Funds

Cipri moved to approve Resolution 2020-02 Amending the 2019 Budget and Appropriating Supplemental Funds. Carl Lee Jones seconded. The motion passed unanimously.

2019 Preliminary Audit

Cipri moved to approve the preliminary financial statements for 2019. Carl Lee Jones seconded. The motion passed unanimously. Craig Jones signed the representative letter from McMahon and Associates LLC.

Legal Update:

Whitehair presented the legal report to the Board. After discussion, Carl Lee Jones moved to approve Resolution 2020-03 Amending the Rules and Regulations Regarding Enforcement of Violations. Cipri seconded. The motion passed unanimously.

A shut off notice will be sent to Mann Rugs in the morning for non-payment of sewer services.

Engineering Report:

Whitehair presented the engineering report. Carl Lee Jones moved to approve the proposed bid received from Power Surveying Company, Inc. in the amount of \$1,900.00 to survey the easement for Urban Drainage. Cipri seconded. The motion passed unanimously.

Metro Report:

Cipri was unable to attend the last Metro meeting.

Office Report:

Whitehair presented the Office Report.

Maintenance Report:

Whitehair presented the Maintenance Report.

Adjournment:

Cipri moved to adjourn the meeting. Craig Jones seconded. The motion passed unanimously. The meeting was adjourned at 7:04 p.m.

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Phil Cipri, Secretary