

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

MINUTES OF THE MEETING
September 13, 2023

Present for September 13, 2023

Present

Risa Hayes - President
Judy Miranda – Vice President
John Jesse Chavez – Metro Representative
Sharon Price – Treasurer
Phil Cipri – Secretary

Also Present for September 13, 2023:

Sharon Whitehair - Berkeley Water and Sanitation District
Hilary Graham – Hoffman, Parker, Wilson and Carberry
Tod Phinney – Souder, Miller & Associates

Call to Order on September 13, 2023:

Hayes called the September 13, 2023 meeting to order at 6:06 pm.

Approval of Agenda:

Cipri moved to approve the agenda. Price seconded. The motion passed unanimously.

Comments from the Public:

There were no public comments.

New Business:

Graham discussed the new legislation regarding public officials and social media. Board members must ensure that they are not using their social media to discuss Board matters. If they do, they can not block any one from making statements. Whitehair will look into getting the Board member Google email accounts for Board emails in order to separate them from their personal email accounts.

She also discussed the new Colorado Open Records Act which now specifies you must be able to provide the information in digital format and can not charge for the digital format. If it asks for personal information, you can redact the phone number and address of personnel or Board members.

Graham advised the Board that there was new legislation in place for State accessibility laws that require that web sites be accessible to all users. Whitehair stated that the District was using SIPA, which is the State sponsored web site. Graham advised that any door to the building must also be accessible to any customer. Whitehair will look for a self-opening door.

Graham was asked about a request to provide a variance for an easement that would encroach for 3' x 27' within the easement. She stated that the easement is acting as a standard and that there should be little deviation from that standard. She did not recommend providing a variance for this easement.

Price told the Board she had sold her home and would no longer be living in the District after October 7th. Whitehair provided the Board with names of volunteers who would like to serve the Board. Graham advised them that they have 60 days from when Price resigns in order to name a new Board member or the County Commissioners could appoint a person to the Board. The Board will come up with questions for the potential Board members.

Whitehair had asked Phinney to articulate to the Board what a hydraulic model could do for the District. Phinney told the Board that it will establish how much water the pipes in our system could hold and at what point would they be undersized. The model would be used for capital improvements and the master plan in order to improve Berkeley's system. Phinney will provide their current contract for Graham to review. If the Board wishes to move forward on the hydraulic modeling, Phinney will provide an amendment to the contract to include that service.

Minutes of the August, 2023 Board Meeting:

Price moved to approve the August 2023 Minutes. Miranda seconded. The motion passed unanimously.

Accounts Past Due Report, Month ending August, 2023:

Cipri moved to accept the Accounts Past Due Report for the month ending August 2023. Price seconded the motion. The motion passed unanimously.

Treasurer's Report for Month Ending August, 2023:

Cipri moved the Treasurer's Report be approved for August, 2023. Price seconded the motion. The motion passed unanimously.

Cash Disbursements and Payroll for September, 2023:

Cipri moved the September 2023 cash disbursements and payroll be approved. Price seconded the motion. The motion passed unanimously.

Legal:

The legal report was provided in New Business.

Engineering Update:

There was no engineering report.

Metro Update:

Chavez gave the Metro update.

Office Update:

Whitehair presented the office report. Whitehair was directed to reinvest the Treasury Funds that will expire at the end of September in to a two year Treasury Fund.

Maintenance Report:

Whitehair presented the maintenance report. Whitehair informed the Board Berkeley will be using \$400,000 out of the \$545,000 budgeted for capital improvement in 2023 to line pipes that have infill and infiltration.

Adjournment:

Cipri moved to adjourn the meeting. Chavez seconded. The motion passed unanimously. The meeting was adjourned at 7:40 p.m.

Phil Cipri, Secretary