

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE IDLEDALE WATER & SANITATION DISTRICT HELD JANUARY 13, 2020

Held: Monday, January 13, 2020 at 7:00 p.m. at the Idledale Community Church Building, 21429 Highway 74, Idledale, Colorado 80453

### ATTENDANCE

A Regular meeting of the Board of Directors of the Idledale Water and Sanitation District was scheduled in compliance with the laws of the State of Colorado, with the following directors in attendance:

M. Rose Zaccaro	President
Michael Richardson	Treasurer
Hugh Gardner	Director
Todd Vandegrift	Secretary
Vacant	Director

Also present were:

Paul Rufien,	Attorney, Paul C. Rufien, P.C.
Ted Laves, Manager	Colorado District Management and Operations

Sandra Bowen	Resident	2661 SW Grapevine
Dennis White	Resident	2681 SW Grapevine
Ross White	Resident	2681 SW Grapevine
Mike Norris	Resident	2793 S Riverview
Bill Conway	Resident	2475 S Grapevine
Richard Pintor, Sr.	Operator	
Richard Pintor, Jr.	ORC	2476 S Estes Ct.

## RECORD OF PROCEEDINGS

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1. Call to Order/  
Declaration of  
Quorum: Mr Laves, noting the presence of a quorum, called to order the regular meeting of the Board of Directors (the "Board") of the Idledale Water and Sanitation District (the "District") at 7:02 p.m.
2. Directors Matters/  
Disclosure: The Directors each indicated that they had no disclosures to make. *Director Gardner arrived at 7:05 PM*
3. Approval of  
Additions-to /  
Deletions-from  
Agenda; Director Richardson distributed a document entitled "Board Meeting To-Do's" (attached) and asked that it be added to the Agenda. Director Vandegrift suggested that it be added as Agenda Item 6.5. Upon the motion of Director Zaccaro, seconded by Director Vandegrift, the Agenda was approved as amended.
4. Public Comments: Resident Conway asked for an update on the water situation. Director Richardson stated that to date the District has spent over \$90,000 this winter and continues to purchase water.
5. Self Nomination for  
May 2020 Board  
Election: The Board discussed the process for self-nomination. Resident Dennis White indicated he is interested and was given a self-nomination form. Mr. Rufien briefly described the election process. Director Vandegrift asked about discouraging candidates in order to avoid the cost of an election.
6. Approval of Dec.  
Minutes: Director Vandegrift said that items discussed after the departure of Mr. Laves needed to be added to the minutes and volunteered to add those to the Minutes. Approval of the minutes for the December 9, 2019 meeting will be deferred to the next Board meeting.
- 6.5. "To-Do's": Director Gardner made a motion to approve the hiring of AJ Beckman as the District Manager. The motion died for lack of a second.

Accepted Standards of Conduct: Director Richardson stated that Director behavior at the December meeting, particularly during the Executive Session, violated the Standards of Conduct that all Directors had signed. He then reviewed the items in that Agreement in some detail and noted items in Colorado law relating to the behavior of public officials. Director Gardner asked if this was directed at him and Director Richardson said that was not the case. Mr. Rufien advised the Board that the mentioned items in the Revised Colorado Statutes did not apply to Special Districts and that a Director could only be removed if he or she resigned or if there was a recall election. Director Gardner made a motion that everyone should make a personal resolution to be courteous. The motion failed for lack of a second.

CDPHE: Director Richardson reported on a recent phone call that he and ORC Pintor had with CDPHE. He stated that after discussion, CDPHE said that the District is fully in compliance and following best practices. There is

## RECORD OF PROCEEDINGS

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some paperwork to be completed though.

As a result of the call, water samples will now be taken in order from:

- The monitoring tap in the treatment building. Low tank levels currently means that the water level is currently 8 feet below that tap.
- From the tank directly
- At the 1<sup>st</sup> customer tap.

CDPHE stated that if the tank ever went dry that the District would need to issue a boil order within 24 hours with a handout to every resident.

CDPHE clarified the backflow requirements and provided documents on yard hydrants which could in some circumstances cause a cross-connect problem. Director Zaccaro asked if those conditions exist and Director Richardson stated that ORC Pintor is currently conducting a survey which is about half complete. He expects the survey to be done by mid February.

CDPHE asked for an SOP on water filling procedures and Director Richardson has instructed ORC Pintor to take photos during filling operations. Director Richardson suggested adding a fill port on the side of the tank to facilitate tank filling. Director Vandegrift asked that such an improvement be deferred until later.

Managment Change: Director Zaccaro stated that she had made transition arrangements with Mr. Laves.

Director Richardson reported on his and Director Vandegrift's negotiations with Mr. AJ Beckman. He noted that Mr. Beckman has asked for an hourly rate of \$140 per hour for management work and \$75 per hour for site visits, but that the overall operating cost to the District should be comparable to the cost of Mr. Laves annual charges of \$11,400. He noted that some of Mr. Beckman's fees that relate to the engineering study could be capitalized.

Mr. Beckman has a scheduling conflict with the second Monday and so the Board meeting swill be changed to the second Tuesday.

Director Gardner, seconded by Director Vandegrift moved to have Mr. Beckman start on January 20<sup>th</sup>. The motion passed unanimously.

Accounting: Director Richardson suggested that the District talk with Ms. Sedegely and Mr. Beckman about providing bookkeeping services.

Mr. Richardson asked to open an account with McDonald Farms not to exceed \$20,000 to pay for water. That would unburden the District's credit cards so they could be used for other expenses. On the motion of Director

## RECORD OF PROCEEDINGS

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Zaccaro, seconded by Director Richardson, the motion passed unanimously.

Director Gardner stated that he was exploring obtaining a “drought funding” grant from the State and would report on that possibility at the next Board meeting. *Director Vandegrift departed the meeting*

Retirement of Richard Pintor, Sr. A lengthy discussion was held with Mr. Pintor, Sr. on when and how he should retire. Mr. Pintor stated that he did not want to retire and felt his absence would cost the District more money, Director Zaccaro stated that it had been previously decided that Mr. Pintor should be off the payroll by the end of March for financial and liability reasons. Directors Gardner and Richardson suggested the end of June. It was agreed that the District would allow Mr. Beckman to work out the details of Mr. Pintor’s departure.

Director Zaccaro, seconded by Director Richardson moved to have Mr. Pintor leave the payroll at the end of March. The motion passed two to one with Director Gardner voting no. *Mr. Pintor, resident Bowen and various other observers left at this time.*

7. Financial Matters: Director Zaccaro reported that claims this month were:

- \$3,582 – payroll
- \$17,451.19 – Accounts Payable
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Upon the motion of Director Zaccaro, seconded by Director Richardson, the payment of claims passed unanimously.

8. Water Situation: It was agreed that this matter had been covered during the Public Comments part of the meeting.

9. Legal: None.

10. Other Matters DOLA Grant: Director Gardner provided a draft application letter to the Department of Local Affairs for a \$25,000 grant and asked Director Zaccaro to sign it. He said that financial details could be provided later. Director Gardner, seconded by Director Richardson moved to approve signing the letter after further editing. The motion passed unanimously.

Operations Report: ORC Pintor presented a table (attached) with data on water production and tank levels listed by day. Mr. Laves suggested that a column be added showing water purchases. ORC Pintor said he would obtain that information from Director Richardson.

Mr. Laves asked if ORC Pintor has access to all the water system data because per his operator’s license, he is fully responsible to CDPHE.

**RECORD OF PROCEEDINGS**

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Director Richardson stated that ORC Pintor has all of the data.


11. Adjournment: Upon the motion of Director Zaccaro, seconded by Director Richardson, the meeting was adjourned at 8:45 PM.

Prepared and submitted by: Edward Laves, District Manager.

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Rose Zaccaro

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Mike Richardson

  
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Todd Vandegriff

  
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Hugh Gardner