

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on February 14th, 2022, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	President Bush Director Beley Director Clewe Director Roddam
Manager:	Jessie J. Shaffer
Operations:	Dan LaFontaine
Attorney:	Erin Smith (Remote)
Office Manager:	Cory Lynch
Visitors:	Nate Eckloff- Piper Sandler Investment Banking Company James Howald- Our Community News Jackie Burhans- Our Community News

I. Call to Order: President Bush called the meeting to order at 13:04.

II. Reading of the Minutes: Copies of the January 10th, 2022, meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

Motion: President Bush entertained a motion to accept the January 2022 Board minutes. It was moved by Director Roddam, duly seconded by Director Beley, and unanimously passed that the meeting minutes be approved.

Motion: President Bush entertained a motion to excuse Director Wyss from the meeting. Director Clewe moved, and Director Roddam seconded and unanimously passed by the Board to excuse Director Wyss from the meeting.

III. New Business:

- A. Consider Resolution No. 22-04 Amending the District's Personnel Policies. New law has been created dealing with the concept of employers setting aside 80 hours for public health emergencies. In addition, the statute defines sick leave and how it is accrued. The accrual is at the rate of 1 hour of sick leave for every 30 hours work until 48 hours is accrued. This statute will accelerate the District's current sick policy. In a public health emergency, an employee must use their accrued sick leave before the 80 hours is used. If an employee leaves the company, these 80 hours are not paid to the employee. Accrued sick hours will be paid out one hour for every hour for the first 160 hours. The next 160 hours will be paid out at one and one-half times per hour. Any hours over 320 will be paid out at one hour per every hour accrued.

Motion: President Bush entertained a motion to approve Resolution No. 22-04 Amending the District's Personnel Policies and to sign once the amended language has been finalized. Director Roddam motioned, Director Clewe seconded, and the Board unanimously voted to accept Resolution No. 22-04.

IV. Old Business:

None

V. Financial Report:

President Bush stated that he reviewed the financial statements for December 2021 and January 2022. The comments that were highlighted were that the District is doing well financially and reserves are high. However, several construction projects did not get completed that would have been taken out of reserves. These projects need to be completed.

Motion: President Bush recommended the Board accept the December 2021 and the January 2022 financial reports. Director Beley motioned, and it was seconded by Director Roddam. The Board unanimously voted to accept the December 2021 and the January 2022 financial reports.

VI. Public Discussion:

- A. **Unscheduled People:** James Howald asked the District to give any projects they are involved in a specific name to be able to keep these projects independent of one another. Nate Eckloff of Piper Sandler Investment Banking Company is interested in the loop project and would like to be involved in the project.

VII. Joint Use Committee Report:

Director Clewe will be absent on March 8, 2022 and needs someone to attend the next meeting. Director Beley volunteered to attend. The 2021 year end came in 8% under budget which represents a cost savings for all the districts. A great deal of discussion was given to the subject of radium. Woodmoor Water requested a letter from Tri-lakes Wastewater that they will continue to accept the backwash wastewater from our water treatment facilities. The state health inspector visited the plant last month and the results were very good.

VIII. Chilcott Ditch / The Ranch Report:

Ken and Kenton are at the ranch and are building fence. The water is going back on March 15th.

IX. Manager's Report: Shaffer provided the manager's report.

1. Collaborative Organizations / Opportunities:

- a. PPRWA – Bills are starting to roll through the state legislature. One bill will allow the State Engineer to select and coordinate with fire departments to select “ponds” (ponds still need to be defined). These ponds would be resources used by the fire departments to fight fire.

2. Operations Update

- a. Water Report: LaFontaine reported a higher loss of 11% with average loss at 9%. He is continuing to adjust the reporting sheet and how the water is reported. Next month, Central Water Treatment Plant will come back online.
- b. Sewer Report: Nothing to report currently.

3. District Construction/Planning Projects:

- a. Meter Change Out Program. We are behind schedule due to the computer and software side of the house. AquaHawk is working with Caselle with the transfer of data. Board members and the office will be the first to receive the new meters. Replacements will begin later than scheduled but the plan is to still replace approximately 1000 meters.
- b. CWTP Progress Update. Contractor has almost completed the upgrades. Scheduled start up date is February 21. They will not be able to test surface water systems because there is no water to test with. The process should take approximately two weeks.
- c. LPS2 Progress Update. Installing riprap on the face of the built embankment. Floor slab to be poured in next week and then going vertical with the building. June 1 completion date is still the goal.
- d. Well 22 Drilling: Bid: Waiting on a timeline for a permit through El Paso County. The bidding package is ready to go out and be advertised for the drilling only to give it approximately one month of advertising time while obtaining the permit.

5. Other Topics:

- a. Lake Refill-Lafontaine praised the work of Maintenance Operator Sean Dearborn for operating the wells and Monument Creek Exchange for maximum production. Currently the lake refill is .36 feet ahead of schedule with 122-acre feet in the lake. Goal is to have 458-acre feet by June 1, 2022.

4. WWSD Subdivision/Development Status Update:

- a. Cloverleaf: Purchased their supplemental water service at the end of 2021. By May, they should be in full swing with roof tops possible by late Summer, early Fall.
- b. Monument Junction: East and West sides of Jackson Creek Parkway by the High School. Classic Consulting is the developer, and they are moving swiftly. Next month, targeted to sign supplemental water agreement and probably not signing an option.

5. Other Topics: (continued)

- b. February 25th Work Session-Town of Monument: Shaffer asked for any Board members to attend this meeting at Flying Horse meeting center at 9am.

X. Special Reports & Subjects:

- a. Engineer's Report- None
- b. Attorney's Report- None
- c. WIA Meeting Report- Still in negotiation with Walters Open Space.

XI. Executive Session:

Executive Session pursuant to C.R.S. § 24-6-402(4): (1) Subsection (a) for discussions related to the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; (2) Subsection (e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; (3) Subsection (b) for a conference with legal counsel for the purpose of receiving legal advice on specific legal questions; all related to potential agreements with the Town of Monument, Donala Water and Sanitation District and Cherokee Metropolitan District.

XII. Consider Execution of Participation Agreement for Advancing Engineering Design and Further Study of the Loop Water Project. Shaffer highlighted a change in language at the end of section 3. He asked for latitude in the language when taking it back to LAB (Loop Advisory Board).

Motion: President Bush entertained a motion to approve the Memorandum of Understanding (MOU) as changed and authorize Shaffer to make minor modifications and to have President Bush sign when it is a final document. Director Beley motioned, Director Roddam seconded, and the Board unanimously voted to accept.

XIII. Adjournment: There being no other business before the Board, it was moved and duly seconded that the meeting be adjourned. The motion passed unanimously, and the meeting adjourned at 16:13.

Record of February 14, 2022, Board Meeting

Respectfully Submitted,



William Clewe, III, Secretary