

**RECORD OF PROCEEDINGS**

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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF  
THE CRESTVIEW WATER AND SANITATION DISTRICT  
ADAMS COUNTY, COLORADO  
**August 14, 2019**

The regular 7:00 P.M. meeting of the Board of Directors of the Crestview Water and Sanitation District was held June 12, 2019 at the office of the District, 7145 Mariposa Street, Adams County, Colorado. The meeting was presided over by Board President, Mike Doak. Board Secretary, Danny Sweeney was present to record the minutes.

Members Present:

Mike Doak	President
Danny Sweeney	Secretary/Treasurer
Tom Ryszkowski	Director
Everett Patterson	Director

Also Present:

Mitch Terry	District Manager
Ron Sanchez	Metro District Representative

Absent:

Jill Martin	Vice-President
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Guests:

Mickey Conway	District Manager, Metro Wastewater Reclamation District
Ruth Kedzior	Assistant to District Manager
Kelly Merritt	Public Information Officer

**THE PLEDGE OF ALLEGIANCE WAS RECITED**

**PUBLIC COMMENTS**

Metro Wastewater Reclamation District General Manager, Mickey Conway introduced himself to Crestview’s Board. Mr. Conway has been General Manager for 1 ½ years and thought it would be beneficial for him to attend Board meetings of Metro’s member districts to introduce himself and provide a power point presentation highlighting what the Metro Wastewater Reclamation District does. Mr. Conway was enthusiastic about metro and enjoyed having a dialog with Crestview’s Board.

**METRO REPORT, RON SANCHEZ**

- Metro has spent approximately \$8 million on Cured-in-Place Pipe rehabilitations at four different interceptors within Metro’s collection system. It will cost about \$10.8 million to complete the project.
- The Hite Treatment Facility has six digesters that need new floating tops. During the cost analysis, Metro realized that the replacement of the covers would be near \$9 million to replace the tops. It was then decided that rather than replacing the tops, they will recondition them saving about \$4 million.

**MINUTES FOR APPROVAL, July 17, 2019**

Director Doak asked if there were any corrections, deletions, or additions to the Minutes for the July 17, 2019 meeting of the Board. There being no corrections, deletions, or additions, the Minutes for the July 17, 2019 meeting of the Board were accepted as presented.

**DISTRICT MANAGER’S REPORT**

**AUGUST BIRTHDAYS**-Happy birthday to Toby Meissner and Rick Flynt in maintenance and Bob Russell in billing at the office. Happy birthday all!

**2020 BUDGET PREPARATIONS**-Charlie Poysti of Poysti and Associates is scheduled to be at the Crestview office on August 30th to begin preparations for the 2020 Budget. Once Mr. Poysti has compiled the requisite information, he will supply me with a Draft Budget around September 12th or 13th. Once I have reviewed the Draft, I will supply each Board member with a copy prior to the September 25<sup>th</sup> Budget Committee meeting. The 2020 Budget Committee meeting is scheduled for Wednesday, September 25, 2019 and is to be held at Mickey’s Top Sirloin, 6950 Broadway Street. Dinner will be served at 6:30 PM with the Budget Committee meeting to begin at 8:00 PM. A Notice of Proposed Budget has been included in your packets. The notice will be in the Westminster Window the weeks of September 10th and 17th and also on our website.

As part of the Budget preparation process, I am requesting the Board to approve a two (2.0) percent across the board Cost of Living pay increase for 2020 based on results obtained from Natalie Mullis of the Colorado Legislative Council and her Forecast June 2019 report to the Colorado General Assembly. The June Forecast is based on the consumer price index for the Denver-Aurora-Lakewood inflation rate.

Director Patterson made a motion to adopt the following resolution:

**RES. 23-19 WHEREAS**, it is the desire of the Board of Directors to have the Employee Policy Manual provide employee compensation and benefits comparable to area municipalities and,

**WHEREAS**, the Board of Directors has determined that certain additional employee compensation is in the best interest of the District,

**NOW, THEREFORE, BE IT RESOLVED THAT** all District employees be given a 2.0 percent increase in compensation, effective January 1, 2020 and that Appendix A, Section 3, of the Employee Policy Manual be amended effective January 1, 2020 to reflect a 2.0 percent increase in employee compensation as follows:

2020 Board Set Hourly Pay Schedule with 2% Cost of Living adjustment			
Part time	Start at \$15.00 then determine wage based on job and experience		
CLERK	20.50		28.73
MAINTENANCE WITHOUT CDL	21.25		29.50
BILLING	24.48		34.68
MAINTENANCE WITH CDL	24.48		34.68
LOCATOR	24.37		36.19
EQUIPMENT OPER/SR. MAINT. WORKER	26.27		37.40
LOCATOR/INSPECTOR	28.46		40.33
LEADMAN	30.26		41.88
SUPERINTENDENT	33.10		46.85
OFFICE MANAGER	30.26		41.88
ENGINEER		44.51	55.03
DISTRICT MANAGER		54.30	64.68
PIPELINE CREW SUPERINTENDENT	33.10		46.85
EXCAVATOR	30.26		41.88
LOADER	26.27		37.40
PIPELAYER	24.48		34.68
DRIVER	24.48		34.68

AYES: Directors Doak, Sweeney, Patterson, and Ryszkowski

NAYS: None.

The resolution was unanimously adopted.

VEHICLE SOLD- Crestview has had a 2009 Ford Ranger 4X4 showing for sale at the 64<sup>th</sup> & Pecos facility for the past three weeks. The vehicle was being sold by sealed bid. The bids were accepted through 3:00 PM on July 22<sup>nd</sup>. Crestview received eight bids. The bids were opened on July 23<sup>rd</sup>. The winning bid was \$11,000 with the other bids being \$10,600, \$10,000, \$8,605, \$7,300.06, \$6,202.17, \$6,200 and \$5,050. Kelly Blue Book valued the truck between \$10,600 to \$11,983.

BOARD VACANCY-During the July 17, 2019 meeting of the Board, Director Everett Patterson indicated that he would be leaving the Board as he will be moving out of the District. Director Patterson has not set a date for his departing the Board however, we wish him good Luck with his new home and thank him for his service to Crestview's customers as Director.

After Director Patterson's final meeting of the Board, the Board will be tasked with filling the vacancy on the Board. A vacancy shall be filled by appointment by the remaining directors. If the Board fails to fill the vacancy within 60 days after the seat is vacated, the Board of County Commissioners may make the appointment. The Director appointed to fill a vacancy shall serve until the next regular election, at which time the vacancy shall be filled by election for the remainder of the originally vacated term. This director position will be on the May 2020 ballot for a two-year term as Everett's term was a four-year term from 2018 to 2022. If by March 3<sup>rd</sup>, 2020, if there are not more candidates than offices to be filled, including candidates filing affidavits of intent, the election may be cancelled and each candidate will be duly elected without an election being conducted.

DENVER WATER LEAD SERVICE LINE VARIANCE TO CDPHE AND USEPA-Denver Water requested public comments on a variance request to the Colorado Department of Health and Environment (CDPHE) and the United States Environmental Administration (USEPA) to not be required to treat its water with orthophosphate to minimize lead leaching from lead service lines into water that travels through the lead service lines into homes and businesses. Denver Water is proposing to raise the pH level during the treatment process from 8 to 8.9 and remove up to 90,000 lead service lines within the Denver Water integrated system as an alternative to treating the water with orthophosphate. Denver Water along with the Metro Wastewater Reclamation District are both in favor of the variance to minimize the costs that treating Denver Water's water with orthophosphate will create.

Denver Water's expense comes in the form of retooling its treatment facilities to add orthophosphate which will be expensive and never ending. Metro Wastewater will incur higher treatment costs to remove the orthophosphate as mandated by the EPA. By increasing the pH in the water and removing the lead service lines in Denver Water's and its distributor's distribution systems, Denver Water states that the threat of lead contamination will be alleviated. If the CDPHE and EPA grant Denver Water's variance request, Denver Water first intends to test the water in homes built prior to 1951 for lead and if any is present, they will provide those homes with lead filtering pitchers for drinking water.

Denver Water will then begin the process of replacing the approximately 75,000 to 90,000 lead service lines in its system. Denver Water is also proposing in its variance request to have all 75,000 to 90,000 replaced within 15 years. That is the equivalent of replacing up to 30 lead service lines per day, every day for fifteen years. Replacing that many service lines in that short amount of time will be very daunting. Denver Water is estimating the total cost for either method of treatment will be between \$350 to \$500 million dollars. I expect this cost to be higher than they are expecting. The cost for the orthophosphate treatment will be over 50 years whereas the cost for the lead service line replacement program will be over 15 years.

Another issue to this variance request is the cost to Denver Water's distributors. It is estimated that 95% of the lead service lines are in the City and County of Denver. In recent meetings, Denver Water has verbally indicated that it will be assessing up to 40% of the costs of the lead service line replacements to its distributors even though 95% of the service lines are not in the distributor's service areas. I'll keep you updated as more information is provided.

SINK HOLE AT 72<sup>ND</sup> AVE & ZUNI ST-Crestview was notified on Monday, July 15<sup>th</sup> of a developing sink hole in the intersection of 72<sup>nd</sup> avenue and Zuni Street. The sink hole was on the northwest corner and was over Crestview's 12 inch sewer main and was approximately 18 inches in diameter. City of Westminster crews determined through tv'ing their storm sewer that Crestview's sanitary sewer was partially constructed within the storm sewer. It is very difficult to determine if the sanitary sewer was installed first or the storm sewer main was installed first. After conferring with District staff, it was decided that with the sewer main hanging over the storm sewer that the sewer main should be lined to protect it from collapsing and sending sewage into the storm sewer. I signed a contract with Granite Inliner to have the sewer main lined with CIPP.

The cost to have the sewer main lined including by-pass pumping, traffic control and lining totaled \$19,050.00. After the sewer main was lined, Crestview's crew excavated around both pipes and repaired the hole in the storm sewer to stop the dirt from dropping into the storm sewer from around Crestview's sewer main. After completing the repair to the storm sewer, the City of Westminster performed the asphalt replacement to return the street to a drivable condition.

2020 RATES STUDY-On August 1<sup>st</sup>, the Crestview administrative staff met with members of Raftelis Financial Consultants, Todd Cristiano and Hanna Palmer-Dwore to verify information and clarify any questions that had risen in the financial discovery portion of the project. Mr. Cristiano and Ms. Palmer-Dwore are planning on attending the 2020 Budget Committee meeting being held on September 25<sup>th</sup> at Mickey's Top Sirloin restaurant to gather information from the 2020 draft budget.

2019 WATER MAIN REPLACEMENT PROJECT-Formerly labeled as the 2018 Water Main Replacement Project #2 will now be called the 2019 Water Main Replacement Project #1-2. Crestview's pipeline replacement crew began installation of the new 8" PVC piping on 71<sup>st</sup> Place on January 14<sup>th</sup>. The mainline was installed completely on January 18<sup>th</sup> with clear water testing performed on January 25<sup>th</sup>. All of the services were transferred on February 4<sup>th</sup> with the old main being abandoned on February 5, 2019. The water mains in Inca Street and Huron Street north of 72<sup>nd</sup> avenue have been replaced completely. Kalamath Street has been replaced from 72<sup>nd</sup> north to Worley Drive. The water main in 72<sup>nd</sup> has been replaced from Huron Street west to Pecos Street. Navajo Street from 72<sup>nd</sup> avenue north to Worley Drive has been replaced. Once the water main replacement project is complete, the pipeline crew will move to 68<sup>th</sup> avenue east of Pecos Street to begin replacing Crestview's sewer force main.

SPECIAL DISTRICT ASSOCIATION ANNUAL CONFERENCE-I have made reservations/registrations for Mike Doak, Danny Sweeney, Tom Ryszkowski and myself to attend the conference. The conference is being held at the Keystone Conference Center on September 18, 19 and 20<sup>th</sup>.

MIDTOWN FILING 6 AND 9- Filing 6 is filling up quickly. Filing 9 is moving forward with more and more of the tall condos being built at the southwest corner of 68<sup>th</sup> & Pecos. Midtown continues to purchase water and sewer taps in both filings although nearly all of the needed taps have been purchased as of this date.

WESTMINSTER STATION/POMPONIO TERRACE- The engineers for the Westminster Station Development presented a set of plans for review on January 16<sup>th</sup> to redirect flows from 76<sup>th</sup> avenue and Zane Street from flowing west into the Zuni Street sewer main to flow east to the Pecos Street collector main. By redirecting these sewer flows, it allows the Westminster Station development to build and connect all 245 planned homes within the development without having to create a new sewer outfall south of the development. I met with Jim Merlino, of Pomponio Terrace Holdings on Friday, May 3, 2019 to get an update on the progress of the re-routing of the sanitary sewers on 76<sup>th</sup> avenue and he indicated that the financing is moving forward and work should begin within a couple months. The final version of the plans have been reviewed by Crestview staff and are now back in the hands of the developer for their use in bidding for the construction. Construction of the new sanitary sewers should begin by September 2<sup>nd</sup>.

Denver Water July purchase  
76,092,000 gallons  
Average since 2006 is 81,363,000 gallons

**BILLS –**

Director Sweeney made a motion to adopt the following resolution:

**RES # 24-19 - BE IT RESOLVED THAT** the Bills be paid.

Director Ryszkowski seconded the motion.

AYES: Directors Doak, Sweeney, Patterson, and Ryszkowski

NAYS: None.

The resolution was unanimously adopted.

**OFFICE DATA**

The Office Data was accepted as presented.

**FINANCIAL REPORT**

The Financial Report was accepted as presented.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

- Ron Sanchez- Metro Attendance  
Board Meetings 8/8  
Committee Meetings 7/7
- Christmas Celebration  
Board & Guest, Employee & Guest  
Top Golf 12/23 6:00pm 50 people

There being no further new business to come before the Board, a motion was made and seconded to adjourn the meeting. Director Doak adjourned the meeting at 8:25 P.M.

Respectfully submitted,

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Danny Sweeney, Secretary