

RECORD OF PROCEEDINGS

**MINUTES OF A SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF THE
HAVANA WATER AND SANITATION DISTRICT
HELD
September 16, 2020**

A special meeting of the Board of Directors of the Havana Water and Sanitation District was duly held on Wednesday, September 16, 2020, at 5:00 p.m., via conference call. The meeting was open to the public.

Attendance

Board members in attendance:

Bernard F. Gehris
Howard Buchalter
Richard G. Keene
Mark Henning
Steve Hellman

Also in attendance:

Lisa Johnson, Andrew Williams, Nic Carlson & Gigi Pangindian;
CliftonLarsonAllen LLP (“CLA”)
Tamara Seaver; Icenogle Seaver Pogue, P.C.
Greg Sekera; Kennedy Jenks

**Call to Order/
Agenda**

Director Gehris called the meeting to order at 5:04 p.m.

Following discussion, upon a motion duly made by Director Buchalter, seconded by Director Hellman and, upon vote, unanimously carried, the Board approved the agenda.

Minutes

Review and Approve Minutes of July 15, 2020 and July 29, 2020 Special Meetings

Upon a motion duly made by Director Gehris, seconded by Director Buchalter and, upon vote, unanimously carried, the Board approved the July 15, 2020 and July 29, 2020 Special Meeting Minutes.

**Public
Comments**

None.

**Election of
Officers**

Upon a motion duly made by Director Hellman, seconded by Director Keene and, upon vote, unanimously carried, the Board approved the following Election of Officers:

President	Bernie F. Gehris
Vice President	Richard G. Keene
Secretary	Howard Buchalter
Treasurer	Steve Hellman
Assistant Secretary	Mark Henning

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Legal Matters

Consider Approval of Resolution No. 2020-09-01, Certifying Delinquent Accounts to the Arapahoe County Treasurer Pursuant to Section 32-1-1101(1)(e), C.R.S.

Ms. Seaver presented Resolution No. 2020-09-01, Certifying Delinquent Accounts to the Arapahoe County Treasurer, to the Board.

Following review, upon a motion duly made by Director Keene, seconded by Director Buchalter and, upon vote, unanimously carried, the Board approved Resolution No. 2020-09-01, Certifying Delinquent Accounts to the Arapahoe County Treasurer.

Other

None.

Manager Items

Update regarding Solid Waste Disposal Services

The Board discussed and reviewed the benefits of offering solid waste disposal services to residents within the boundaries of the District. They also discussed potentially offering these services to one subdivision as a “pilot program” with the intent of evaluating the benefits after a trial period. The Board discussed whether the District could charge residents for the services even if they “opt out” of such services. Director Henning shared with the Board some research he has done regarding the process of drafting and evaluating the request for proposals (“RFP”), which he was able to find from other entities that provide these services.

Following discussion, upon a motion duly made by Director Henning, seconded by Director Buchalter and, upon vote, unanimously carried, the Board authorized CLA to prepare a business plan and budget to implement solid waste disposal services to Cherry Creek Vista South.

2021 Metro District Charges for Service Payment and Sewer Connection Charges

The Board reviewed the information provided by the Metro Wastewater Reclamation District related to 2021 charges for services and sewer connection charges. No action was needed at this time.

Other

None.

Financial Matters

Review and Consider Ratifying Approval of Prior Claims

Ms. Pangindian reviewed the prior claims with the Board.

Following review, upon a motion duly made by Director Hellman, seconded by Director Gehris and, upon vote, unanimously carried, the Board approved the

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payment of prior claims in the amount of \$78,998.60.

Review and Consider Approval of Current Claims

Ms. Pangindian reviewed the current claims with the Board.

Following review, upon a motion duly made by Director Hellman, seconded by Director Henning and, upon vote, unanimously carried, the Board approved the payment of current claims in the amount of \$41,719.33.

Consider Approval of Directors' Fees

Upon a motion duly made by Director Keene, seconded by Director Buchalter and, upon vote, unanimously carried, the Board approved the Directors' fees.

Review and Consider Acceptance of July 31, 2020 Unaudited Financial Statements

Ms. Pangindian reviewed the July 31, 2020 unaudited financial statements with the Board.

Following review, upon a motion duly made by Director Gehris, seconded by Director Buchalter and, upon vote, unanimously carried, the Board accepted the July 31, 2020 unaudited financial statements.

Other

None.

Engineering Matters

Update on Projects / Engineer Report

Mr. Sekera presented the Engineering Report to the Board.

Other

None.

Board Member Items

Other

The Board requested that the solid waste disposal services discussion be moved to "Board Member Items" on the next agenda. The Board also requested that staff introductions be added to the next agenda.

Other Business

Confirm Quorum for the Wednesday, November 18, 2020 Regular Board Meeting

The Board confirmed quorum for the November 18, 2020 Regular Meeting.

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Adjournment

There being no further business to come before the Board, the meeting was adjourned at 7:05 p.m.

Respectfully submitted,

DocuSigned by:

Howard Buchalter

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Secretary for the Meeting

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