

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
HAVANA WATER AND SANITATION DISTRICT  
HELD

September 18, 2019

A regular meeting of the Board of Directors of the Havana Water and Sanitation District was duly held on Wednesday, September 18, 2019, at 5:00 p.m., at 8390 E. Crescent Parkway, Suite 300, Greenwood Village, Colorado. The meeting was open to the public.

Attendance

Board members in attendance:

Howard Buchalter  
Richard G. Keene  
Bill Kirven  
Bernard F. Gehris  
Dan Marks

Also in attendance:

Matt Urkoski & Gigi Pangindian; CliftonLarsonAllen LLP  
Ed Icenogle; Icenogle Seaver Pogue, P.C.  
Greg Sekera; Kennedy Jenks Consultants

Call to Order/  
Agenda

Director Buchalter called the meeting to order at 5:00 p.m.

Upon vote, unanimously carried, the Board approved the September 18, 2019 agenda, as presented.

Review and  
Approve  
Minutes

Upon a motion duly made by Director Kirven, seconded by Director Marks and, upon vote, unanimously carried, the Board approved the July 17, 2019 Regular Meeting Minutes, as presented.

Public  
Comments

None.

Administrative  
Matters

Review and Consider Ratifying Approval of Resolution NO. 2019-09-01, Resolution Regarding Signature Authority for Vehicle and Modular Trailer Registration and Title Purposes

Upon a motion duly made by Director Kirven, seconded by Director Keene and, upon vote, unanimously carried, the Board ratified approval of Resolution No. 2019-09-01, Resolution regarding Signature Authority for Vehicle and Modular Trailer Registration and Title Purposes, as presented.

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Discussion Regarding Creation of District Website

Following discussion, upon a motion duly made by Director Kirven, seconded by Director Buchalter and, upon vote, unanimously carried, the Board approved creation of District website, with a not-to-exceed of \$2,500. Mr. Urkoski stated a goal of having the website established by the end of 2019.

Other

None.

Legal Matters

Review and Consider Approval of Resolution No. 2019-09-02, Amending the Annual Resolution regarding Posting of Meeting Notices

Attorney Icenogle reviewed the resolution with the Board. Discussion amongst the Board members ensued.

Following discussion, Director Gehris tabled a motion for approval. Director Buchalter tabled a motion for an amendment that would amend the resolution to maintain the three physical posting locations. Director Marks seconded Director Buchalter's motion for an amendment. The motion failed.

Director Keene seconded Director Gehris' original motion. Upon vote, the Board approved Resolution No. 2019-09-02, Amending the Annual Resolution regarding Posting of Meeting Notices, as presented. Director Buchalter abstained.

Consider Approval of Resolution No. 2019-09-03, Certifying Delinquent Accounts to the Arapahoe County Treasurer Pursuant to Section 32-1-1101(1)(e), C.R.S.

Attorney Icenogle reviewed the resolution with the Board.

Upon a motion duly made by Director Kirven, seconded by Director Gehris and, upon vote, unanimously carried, the Board approved Resolution No. 2019-09-03, Certifying Delinquent Accounts to the Arapahoe County Treasurer.

Status Update on 6<sup>th</sup> Amendment to AT&T Agreement

Attorney Icenogle noted that AT&T has complied with the prior request, as submitted by legal, based on direction given by the Board at the July meeting.

Other

None.

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Financial  
Matters

A. Review and Consider Ratifying Approval of Prior Claims

Mr. Urkoski reviewed the prior claims with the Board.

Upon a motion duly made by Director Kirven, seconded by Director Buchalter and, upon vote, unanimously carried, the Board ratified approval of the prior claims, as presented.

B. Review and Accept Unaudited Financial Statements as of July 31, 2019

Ms. Pangindian presented the Unaudited Financial Statements as of July 31, 2019 to the Board.

Upon a motion duly made by Director Kirven, seconded by Director Buchalter and, upon vote, unanimously carried, the Board accepted the unaudited financial statements as of July 31, 2019, as presented.

C. Other

None.

Engineering  
Matters

A. Update on Projects and Redundancy Measures / Engineering Report

Mr. Sekera reported on progress made on requirements for redundancies for the lift stations, noting that he concluded that redundancies should be in place for all lift stations. He further noted that he has been in touch with Browns Hill to analyze options for enhancing the systems in place for the redundancies at each location. The secondary system only reports on high water levels and power failures.

Following discussion, the Board authorized Mr. Sekera to purchase and install all necessary equipment to enhance the secondary alarm systems at each lift station location, with a not-to-exceed of \$25,000.

Mr. Sekera reviewed the enclosed engineering report with the Board, noting that the slip-lining portion of the rehabilitation project is delayed until October.

Following discussion, upon a motion duly made by Director Buchalter, seconded by Director Keene and, upon vote, unanimously carried, the Board authorized Mr. Sekera and Mr. Urkoski for execution of change orders related to the 2019 Pipe Rehabilitation Project, for a not-to-exceed of \$25,000.

B. Other

None.

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Board Member  
Matters

A. Other

None.

Other Business

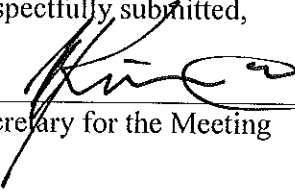
A. Confirm Quorum for the Wednesday, November 20, 2019 Regular Board Meeting – 2020 Budget Hearing

The Board confirmed a quorum for the November 20, 2019 Regular Meeting.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 6:01 p.m.

Respectfully submitted,

  
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Secretary for the Meeting