

**CENTENNIAL WATER AND SANITATION DISTRICT  
BOARD OF DIRECTORS MEETING**

Minutes  
December 16, 2013

Regular Meeting:

The Board of Directors of Centennial Water and Sanitation District met for a regular meeting on Monday, December 16, 2013 at 6:30 p.m.

The meeting was called to order by the General Manager.

Roll call was then taken. Upon the call of the roll, the following were present.

Board Members: Jeff Kappes, Terri Kershishnik, John Kilrow, Steve Ormiston, and Tim Roberts

A quorum was declared.

Also present:

**STAFF:**

**ABSENT\***

Peter Bong *	Jon Klassen
Cynthia Calkins	Bruce Lebsack
Jeff Case	Rick McLoud *
Swithin Dick *	Randy Myers
Ryan Edwards *	Diana Schorege
Deborah Gallegos *	Stephanie Stanley
Tim Grotheer	Stacy Simonet *
Dave Hahn	Angie Kim-Frisch *
John Hendrick	

**OTHERS PRESENT**

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**REAFFIRMATION OF DISCLOSURE STATEMENT**

BOARD MEMBER ORMISTON MOVED THAT THE DISCLOSURE STATEMENT DATED JANUARY 6, 2004 BE REAFFIRMED. Board Member Kappes seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershishnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

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**PUBLIC COMMENTS**

No comments

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**DISCUSSION ITEMS**

No items

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**PRESENTATIONS**

No presentations

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**MINUTES FROM:**

**BOARD MEETING NOVEMBER 25, 2013**

BOARD MEMBER ORMISTON MOVED THAT THE BOARD APPROVE THE MINUTES FROM THE NOVEMBER 25, 2013 BOARD MEETING AS SUBMITTED. Board Member Kershnik seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

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**BUSINESS AGENDA**

No changes

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**CONSENT BUSINESS**

*A single motion may adopt consent business items. Any consent business items may be removed at the request of a director or any elector at the district and heard on its respective place on the agenda.*

CWSD 143

Ratify November 2013 cash and investment transactions (including expenditures)

BOARD MEMBER ORMISTON MOVED THAT THE BOARD APPROVE CONSENT BUSINESS ITEM CWSD 143. Board Member Kappes seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershnik, Kilrow, Ormiston, and Roberts

Nays: None

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The motion carried.

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**GENERAL BUSINESS**

CWSD 144

Adopt Resolution No. 13-144 approval of the 2014 Budget; appropriation of funds for the 2014 Budget; approve transfer parameters

BOARD MEMBER KERSHISNIK MOVED THAT THE BOARD ADOPT RESOLUTION NO. 13-144 APPROVAL OF THE 2014 BUDGET; APPROPRIATION OF FUNDS FOR THE 2014 BUDGET; APPROVE TRANSFER PARAMETERS. Board Member Kappes seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

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CWSD 145

Adopt Resolution No. 13-145 amending 2013 Budget

BOARD MEMBER KERSHISNIK MOVED THAT THE BOARD ADOPT RESOLUTION NO 13-145 AMENDING 2013 BUDGET. Board Member Roberts seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

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CWSD 146

Adopt Resolution 13-146 approval of rate and fee change to Exhibit A of Water and Wastewater Agreement

The Board responded to Northern Douglas County Water and Sanitation District's (NDC) request at the November Board meeting to reduce or eliminate the \$1 per thousand gallons surcharge to be assessed to NDC as part of the 2014 rate structure. As part of the response, the Board reviewed the analysis in a memo dated December 11, 2013 from Bruce Lebsack.

The memo deals with both comparative rates to be charged in NDC if the surcharge is approved as well as the recovery of cost related to the WISE project. Although the WISE

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costs are driving the surcharge, the Boards primary decision was based on whether the user rates in NDC would be comparative to those in other parts of Douglas County. After reviewing the comparisons, the Board felt that there is no reason to change the original rate proposal which includes the \$1 surcharge. It was noted that this change is still within the parameters of the IGA provision that rates cannot exceed two times the Highlands Ranch rate.

BOARD MEMBER KERSHISNIK MOVED THAT THE BOARD ADOPT RESOLUTION NO. 13-146 APPROVAL OF RATE AND FEE CHANGE TO EXHIBIT A OF WATER AND WASTEWATER AGREEMENT. Board Member Kilrow seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershishnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

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CWSD 147

Adopt Resolution No. 13-147 approval of an appropriation and authorize the General Manager to enter into a contract purchase order with Protective Finishes Co., Inc. for the Major Repair Fund Paint Zone 2 Reservoir project

BOARD MEMBER KAPPES MOVED THAT THE BOARD ADOPT RESOLUTION NO. 13-147 APPROVAL OF AN APPROPRIATION AND AUTHORIZE THE GENERAL MANAGER TO ENTER INTO A CONTRACT PURCHASE ORDER WITH PROTECTIVE FINISHES CO., INC. FOR THE MAJOR REPAIR FUND PAINT ZONE 2 RESERVOIR PROJECT. Board Member Ormiston seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershishnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

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CWSD 148

Adopt Resolution No. 13-148 appoint a designated election official and authorize designated election official to cancel election for 2014 and declare the candidates elected if there are not more candidates for director than offices to be filled

BOARD MEMBER ORMISTON MOVED THAT THE BOARD ADOPT RESOLUTION NO. 13-148 APPOINT A DESIGNATED ELECTION OFFICIAL AND AUTHORIZE DESIGNATED ELECTION OFFICIAL TO CANCEL ELECTION FOR 2014 AND DECLARE THE CADIDATES ELECTED IF THERE ARE NOT MORE CANDIDATES FOR DIRECTOR THAN

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OFFICES TO BE FILLED. Board Member Kershisnik seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershisnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

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CWSD 149

Adopt Resolution No. 13-148 approval of an appropriation and waive the district's purchasing dollar limitation in order to authorize the General Manager to execute the documents necessary to purchase a methane storage tank for the Major Repair Fund – Replacement methane / Bio-Gas Storage Tank project

BOARD MEMBER KILROW MOVED THAT THE BOARD ADOPT RESOLUTION NO. 13-148 APPROVAL OF AN APPROPRIATION AND WAIVE THE DISTRICT'S PURCHASING DOLLAR LIMITATION IN ORDER TO AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE DOCUMENTS NECESSARY TO PURCHASE A METHANE STORAGE TANK FOR THE MAJOR REPAIR FUND – REPLACEMENT METHANE/BIO-GAS STORAGE TANK PROJECT. Board Member Kappes seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershisnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

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BOARD MEMBER KERSHISNIK MOVED THAT THE BOARD MEETING ADJOURN. Board Member Kilrow seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershisnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried, and the meeting was adjourned at 7:45 p.m.

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