
RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE ARAPAHOE COUNTY WATER AND WASTEWATER AUTHORITY**

HELD: August 13, 2008

13031 E Caley Ave
Centennial, CO 80111

ATTENDANCE:

Present were Directors: Hap Henderson, Marie Mackenzie, Doyle Tinkey, Pat Mulhern, Linda Lehrer, Alan Leak, Rod Bockenfeld, and Jim Dyer. Also in attendance were: Gary Atkin, Jennie Achee, Martin Stegmiller, Arnie Reil, Barbara Townsley, Brian Bertsch, Bart Giles, and Legal Counsel Russ Dykstra of Grimshaw & Harring. Guests: Roger Hartman, THC; John McCarty, SEMSWA; John Gallagher and Cody Berg, Red Oak Consulting; Kurt Schlegel, ACWWA Customer; Paul Sheffield, ACWWA Customer.

CALL TO ORDER:

Director Hap Henderson called the meeting to order at 9:05 a.m. in the Arapahoe conference room of the Arapahoe County Water and Wastewater Authority office at 13031 E Caley Ave, Centennial, CO 80111. Mr. Gary Atkin led the Pledge of Allegiance.

ADOPTION OF THE AGENDA:

A motion was made by Director Dyer and seconded by Director Mackenzie to adopt the agenda as presented. The motion passed 6 to 0.

PUBLIC FORUM:

Mr. Atkin recognized Mr. Brian Bertsch for the time and effort spent as the President of the ACWWA Pension Board.

Mr. Atkin introduced Mr. John McCarty, who is the new Executive Director of Southeast Metro Stormwater Authority (SEMSWA).

Director Lehrer arrived at 9:13.

CONSENT AGENDA:

Director Mulhern requested that Item No. 3 be removed from the consent agenda and requested legal counsel clarifies the wording in the resolution.

A motion was made by Director Dyer and seconded by Director Henderson to approve the consent agenda with the changes mentioned. The motion passed 6 to 1 with Director Leak recusing himself from Items No. 6B, 6D and 6E. The consent agenda consisted of the following items:

1. Approval of Meeting Minutes for July 9, 2008.
2. Approve payment requests for July 2008.
4. Approve Resolution No. 2008-03 Regarding Updates to the ACWWA Employee Retirement Plan.
5. Approve Recommendations from Personnel Committee:
 - A. Amendment to the Employee Handbook to Cap Accrued Employee Vacation.
6. Approve Recommendations from PDACC:
 - A. HCL Engineering & Surveying, LLC Professional Services Agreement.
 - B. CH2M Hill Professional Services Master Agreement
 - C. Black & Veatch Professional Services Master Agreement
 - D. Channel Improvements – Pond W-5 Windmill Creek
 - E. Caley Gravity Main Upsizing
 - F. Purchase of Equipment for the Elkhorn A-1 Well
 - G. Budget Change Request – Lawn Irrigation Return Flow (LIRF) Project
7. Approve Recommendations from Finance Committee:
 - A. Approve Revisions to the Finance Policy
 - B. Approve Revisions to the Rules & Regs requiring radio read meters in new developments.

GENERAL BUSINESS ACTION ITEMS

Item No. 8 – Discussion and Possible Action Regarding the Cost of Service Study

EXECUTIVE SESSION

A motion was made by Director Henderson and seconded by Director Dyer to move into Executive Session to consult or receive advice from legal counsel on specific legal questions regarding the Cost of Service rate setting at 9:25 a.m.

pursuant to Section 24-6-402(4) (B) C.R.S . The motion passed 6 to 1 with Director Mulhern opposing. (Executive session meetings are recorded and retained for 90 days.)

Director Bockenfeld arrived at 9:28 a.m.

The Executive Session ended at 10:04 a.m.

Mr. John Gallagher gave a presentation on the Cost of Service. Discussion took place amongst the board, Mr. Atkin, and Mr. Gallagher regarding the study. The board determined that the study should go back to the Finance Committee in the current form for further review. The board requested a recommendation from the Finance Committee in an upcoming meeting.

Item No. 10 – Discussion and Possible Action Regarding the Chapparral Pump Station Final Design

Mr. Reil addressed the board and explained a budget change request for the professional services performed on the Chapparral Pump Station by Wright Water Engineering, Inc. A motion was made by Director Tinkey and seconded by Director Bockenfeld to accept the proposal from Wright Water Engineers, Inc. and proceed with Task Order 100 and Task Order 200. The motion passed 8 to 0.

Item No. 9 – Discussion and Possible Action Regarding the Concord Non-Potable Line IGA

Mr. Giles described the location of the Concord Non-Potable line and the main points of the agreement to the board. A motion was made by Director Henderson and seconded by Director Leak to approve the agreement with Concord Metro District regarding construction costs for non-potable line for the Concord Metro District boundaries as presented in the modified IGA. The motion passed 8 to 0.

Director Dyer left the meeting at 10:58.

Item No. 11 – Discussion and Possible Action Regarding ACWWA's Imprest Account Policy

Ms. Achee explained to the board the changes being proposed to the Imprest Account Policy that ACWWA currently has in place. A motion was made by Director Henderson and seconded by Director Bockenfeld to approve the Imprest Account Policy as proposed. The motion passed 7 to 0.

Item No. 12 – Discussion and Possible Action Regarding an Interconnection Agreement between ACWWA, the City of Aurora, and Metro Wastewater Reclamation District

Mr. Atkin gave the board background information regarding this agreement. A motion was made by Director Tinkey and seconded by Director Lehrer to approve the Interconnection Agreement between ACWWA, the City of Aurora, and the Metro Wastewater Reclamation District as presented. The motion passed 7 to 0.

INFORMATION ITEMS AND REPORTS

Item No. 13 – General Manager’s Report

A. Chamber of Commerce Intern Program

Mr. Atkin gave an update to the board regarding an internship program in which ACWWA is participating through the Chamber of Commerce.

B. Update on Non-Potable Water Policy

Mr. Atkin stated that Mr. Reil is currently working on a program.

C. Update on Disclosures of Potential Conflicts of Interest.

Ms. Achee requested that the board members notify ACWWA staff of any incorrect information on the Disclosure of Potential Conflicts of Interest Statement.

E. Motel 6 Update

Ms. Achee gave an update to the board on the current status of the Motel 6 lift station.

D. Update on Vermilion Creek Project

EXECUTIVE SESSION

A motion was made by Director Henderson and seconded by Director Bockenfeld to move into Executive Session to develop negotiating positions, strategy or instruct negotiators regarding Vermilion Creek at 11:25 a.m. pursuant to Section 24-6-402(4) (E) C.R.S . The motion passed 7 to 0. (Executive session meetings are recorded and retained for 90 days.)

The Executive Session ended at 11:48 a.m.

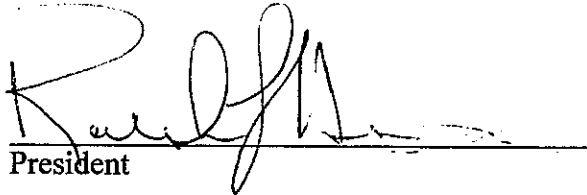
Discussion took place amongst the board regarding incentives for connecting to the ACWWA system. Further discussion will take place in the Finance Committee meetings regarding this topic.

ADJOURNMENT:

A motion was made by Director Bockenfeld and seconded by Director Tinkey to adjourn the meeting at 11:52. The motion passed 6 to 0 (Director Henderson was not present for the adjournment.)

Approved: Sept 10, 2008

ARAPAHOE COUNTY WATER AND
WASTEWATER AUTHORITY



President

ATTEST:



Secretary