

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE DEER CREEK WATER DISTRICT HELD JANUARY 14, 2021

Due to the COVID-19 pandemic, the special meeting of the Board of Directors of the Deer Creek Water District (referred to hereafter as "Board") was convened by telephone conference call on Thursday, the 14th day of January, 2021, at 6:30 p.m. The call-in information was listed in the meeting notice posted by the District and the public was able to attend the meeting by telephone, if they so desired.

Directors In Attendance Were:

Gary McIntyre
Lyle Penner
Dave Lunka

Also, In Attendance Were the Following Consultants:

David Solin, Shad Ortiz (for a portion) and Jim Ruthven (for a portion); Special District Management Services, Inc.

Nick Marcotte; Element Engineering LLC

Jean King; Resident

**DISCLOSURE OF
POTENTIAL
CONFLICTS OF
INTEREST**

Disclosures of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Mr. Solin noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. No additional conflict disclosures were made at the meeting.

**ADMINISTRATIVE
MATTERS**

Agenda: Mr. Solin distributed for the Board's review and approval a proposed Agenda for the District's Special Meeting.

Following discussion, upon motion duly made by Director Penner, seconded by Director McIntyre and, upon vote, unanimously carried, the Agenda was approved, as presented.

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Approval of Meeting Location: The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting.

Following discussion, upon motion duly made by Director Penner, seconded by Director McIntyre and, upon vote, unanimously carried, The Board determined that, due to concerns regarding the spread of the coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, the meeting would be held by conference call and encouraged public participation via telephone. The Board further noted that notice of the time, date and location was duly posted and that that no objections to the telephonic manner of the meeting, or any requests that the telephonic manner of the meeting be changed by taxpaying electors within the District boundaries, have been received.

Resignation of Director: The Board acknowledge the resignation of Director Stutz, effective January 12, 2021.

Appointment of Director: The Board considered the appointment of Jean King to fill the vacancy created by the resignation of Ted Stutz.

Following discussion, upon motion duly made by Director McIntyre, seconded by Director Penner and, upon vote, unanimously carried, Jean King was appointed to fill the vacancy created by the resignation of Ted Stutz. The Oath of Office was administered.

Minutes: The Board reviewed the Minutes of the November 12, 2020 Special Meeting.

Following discussion, upon motion duly made by Director McIntyre, seconded by Director Penner and, upon vote, unanimously carried, the Board approved the Minutes of the November 12, 2020 Special Meeting, as presented.

PUBLIC INPUT/COMMENT

There were no public comments.

FINANCIAL MATTERS

Payment of claims: The Board considered ratifying the approval of claims as follows:

Fund	Period Ending Nov. 18, 2020	Period Ending Dec. 22, 2020
General	\$ -0-	\$ -0-
Debt	\$ -0-	\$ -0-
Capital	\$ 222,543.20	\$ 167,615.06
Enterprise	\$ 18,485.97	\$ 76,195.61
Total	\$ 241,029.17	\$ 243,810.67

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Following discussion, upon motion duly made by Director McIntyre, seconded by Director Penner and, upon vote, unanimously carried, the Board ratified approval of the payment of claims, as presented.

Financial Statements: The Board reviewed the financial statements through the period ending December 31, 2020.

Following discussion, upon motion duly made by Director Lunka, seconded by Director Penner and, upon vote, unanimously carried, the Board approved the financial statements through the period ending December 31, 2020.

Billing Report: The Board reviewed the billing report for the month of December. The Board directed staff to remove accounts 1280-01 and 1281-01, as the new water treatment plant has made those no longer valid accounts.

OPERATION MATTERS

Engineers Report: Mr. Marcotte updated the Board on construction matters. He noted that an initial walk-through has been completed. The initial punch list was sent to HPM and the initial acceptance was given.

Field Service Report: Mr. Ortiz and Mr. Solin discussed with the Board the Field Services Report.

OTHER MATTERS

The Board directed staff to set up the credit card for autopay and request a credit limit increase to \$5,000, and to close former Director Glenn Smith's account.

The Board directed Mr. Solin to set up an account with Global Industrial for the purpose of outfitting the new water treatment plant.

Director McIntyre reported to the Board that he opened a new Verizon account to replace the Century Link account. Mr. Solin was directed to close the Century Link account.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director McIntyre, seconded by Director Penner, and upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: 
Assistant Secretary