

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF
DIRECTORS OF THE ST. MARY'S GLACIER WATER AND
SANITATION DISTRICT
HELD

MONDAY, APRIL 26, 2021

A special meeting of the Board of Directors of the ST. MARY'S GLACIER WATER AND SANITATION DISTRICT (referred to hereafter as the "Board") was convened on Monday, the 26th day of April 2021 at 6:00 P.M., via videoconference. Due to the State of Emergency declared by Governor Polis and the threat to health and safety posed by the COVID-19 pandemic, the meeting was held via video conference through Webex and telephone conference.

ATTENDANCE

Directors in Attendance Were:

Bruce Hohne, President
Glenn Clark, Treasurer
Jason Yoho, Secretary
Beth Ramsey, Assistant Secretary
James Jandreau, Assistant Secretary

Also, in Attendance Were:

Jesse Mestrovic, Molly Janzen and Traci Miller; Pinnacle Consulting Group, Inc.
Colin B. Mielke; Seter & Vander Wall, P.C.
Bob Orsatti; Orsatti Water Consultants
Chris Oeland; St. Mary's Glacier Water and Sanitation District Operator
Gabrielle Begeman; ORC

The meeting was called to order at 6:01 P.M.

Director Hohne confirmed that a quorum of the Board was present with five of five Board members in attendance.

DISCLOSURE
MATTERS

The Board had been previously advised that pursuant to Colorado law, certain disclosures by the Board members might be required prior to taking official action at the meeting. The Board then reviewed the agenda for the meeting, following which each Board member affirmed their conflicts of interest, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting. The Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

ADMINISTRATIVE MATTERS

Agenda: Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Yoho and, upon vote, unanimously carried, the agenda was approved, as presented.

Minutes: The Board reviewed the minutes of the March 22, 2021 special meeting of the Board of Directors. Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Yoho and, upon vote, unanimously carried, the Board approved the minutes of the March 22, 2021 special meeting of the Board of Directors, as presented.

Public Comments: There were no Public Comments to come before the Board.

WATER SYSTEMS IMPROVEMENTS

Orsatti Water Consultant's Report: Mr. Orsatti reviewed with the Board the written Orsatti Water Consultant's Report and answered questions. Mr. Orsatti noted that planning is underway for the upcoming construction season for the water improvements project. Mr. Orsatti reported that preliminary design work continues for the wastewater improvement project.

DISTRICT MANAGER ITEMS

Operations Report: Mr. Oeland reviewed with the Board the written Operations Report and answered questions. Mr. Oeland noted that he is seeking quotes with assistance from Mr. Mestrovic & Mr. Orsatti for video camera scoping of the wastewater service line priorities identified in the preliminary Long Range Pipe Replacement Project.

ORC Report: Ms. Begeman reviewed with the Board the written ORC Report, noting that supply chain issues have impacted the District's ability to obtain necessary equipment.

Manager's Report: Mr. Mestrovic reviewed with the Board the written Manager's Report and answered questions.

Discussion Regarding Rate Study: Mr. Mestrovic presented status of water distribution system and priorities associated. Board directed Mr. Mestrovic to investigate radio meter replacement costs for the District.

FINANCIAL ITEMS

Consideration of Payables: Ms. Janzen reviewed with the Board the claims for the period ended March 31, 2021, totaling \$105,747.62. Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Ramsey and, upon vote, unanimously carried, the Board approved the EFT payments and the claims for the period ended March 31, 2021, totaling \$105,747.62.

2020 Financial Audit: Ms. Janzen reported that the field work for the 2020 financial audit is underway, and a draft will be distributed to the Board for review prior to June 30th.

Discussion Regarding Receivables: Ms. Janzen reported that the collection rate for AOS accounts is currently at 50%. Statements will be mailed to outstanding accounts to increase collections. Ms. Janzen reported that Mr. Oeland and Ms. Miller completed an audit of the AOS accounts and Board direction will be needed regarding specific properties. Additional information will be provided at the next Board meeting. Ms. Janzen reported that several inactive accounts remain on the District's financial records and have past due balances. Ms. Janzen recommended that the Board considers writing off the past due accounts to provide a more accurate financial record. Additional information will be provided at the next Board meeting.

LEGAL ITEMS

Update Regarding Notice of Violation for 29 and 31 Eva Road: Mr. Mielke reported that a conversation was held with the attorney for Mr. and Mrs. Landau. Mr. Mielke noted that the Landaus' attorney will continue to discuss this matter with the Landaus and that updates will be provided on the status at future board meetings.

Ratification of Land Survey Plat for Soucie Land Swap: Mr. Mielke discussed the status of the land swap with the Soucies, stating that all items have been completed. Mr. Mielke requested the Board review and ratify the relevant documents for the land swap for the purpose of closing out this matter. Mr. Mielke reviewed with the board the Land Survey Plat related to the land swap. Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Ramsey and, upon vote, unanimously carried, the Board ratified its approval of the Land Survey Plat.

Ratification of Special Warranty Deed to Mr. and Mrs. Soucie for Boundary Line Adjustment Parcels (Portion of Tract A, Winterland Subdivision, Unit 4): Mr. Mielke reviewed with the Board the Special Warranty Deed conveying a portion of Tract A from the District to Mr. and Mrs. Soucie for the Boundary Line Adjustment matter. Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Ramsey and, upon vote, unanimously carried, the Board ratified the Special Warranty Deed to Mr. and Mrs. Soucie.

Ratification of Acceptance of Special Warranty Deed from Mr. and Mrs. Soucie for Boundary Line Adjustment (Portion of Lot 70, Winterland Subdivision, Unit 4): Mr. Mielke reviewed with the Board the Special Warranty Deed conveying a portion of Lot 70 from Mr. and Mrs. Soucie to the District for the Boundary Line Adjustment matter. Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Ramsey and, upon vote, unanimously carried, the

Board ratified its acceptance of the Special Warranty Deed from Mr. and Mrs. Soucie.

Ratification of Quitclaim Deed for Identification of District-Owned Parcels for Boundary Line Adjustment: Mr. Mielke explained that the District and Mr. and Mrs. Soucie were required by the County to execute quitclaim deeds to themselves for purposes of identifying the new parcels created as part of the Boundary Line Adjustment matter. Mr. Mielke reviewed with the Board the Quitclaim Deed for the Amended Tract A, Winterland Subdivision, Unit 4. Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Ramsey and, upon vote, unanimously carried, the Board ratified the Quitclaim Deed for Amended Tract A. Mr. Mielke noted that as part of this matter, Mr. and Mrs. Soucie had executed quitclaim deeds for two new lots: Lot 71A and Parcel 3A, and that all applicable special warranty deeds and quitclaim deeds have been recorded with the Clerk and Recorder's Office for Clear Creek County.

Update Regarding Woods Court Infrastructure Proposal: Mr. Mielke reported that a committee meeting was held to discuss the Woods Court Infrastructure proposal. Additional meetings are expected to be held to further define any agreement and associated costs.

Update Regarding Lot 547, St. Mary's Subdivision Unit 4: Mr. Mielke updated the Board regarding the history of Lot 547, St. Mary's Subdivision Unit 4. Mr. Mielke noted the County Treasurer's request for the District to discharge past due amounts to make the property more likely to receive bids at a tax lien sale. Mr. Mielke reported that Clear Creek County has agreed to waive the 30% County Treasurer fees associated with this lot if the District agrees to release the current lien on the property. The Board discussed the various options available regarding this property. Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Ramsey and, upon vote, unanimously carried, the Board agreed to discharge the amounts owed by the property and directed Mr. Mielke and Mr. Mestrovic to work with Clear Creek County to release the lien on Lot 547, St. Mary's Subdivision Unit 4.

Update Regarding 401 Lake Road: Mr. Mielke reported that Sam Grech, property owner of 401 Lake Road, contacted his office to report that he is without water and requested the District address the issue. Mr. Grech has not yet provided the documentation previously referenced regarding prior litigation with the District, which the District had previously requested. Mr. Mielke recommend stated that he will perform research and try to locate such information in order for the District to continue analyzing this issue.

DIRECTORS
ITEMS


Update Regarding Grant Funding: Director Ramsey reported that a response regarding the Colorado State Small Water Systems Water Grant application is anticipated in May.

OTHER ITEMS

There were no Other Items to come before the Board.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 7:54 p.m.

By DocuSigned by:

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Secretary for the Meeting