

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

MONDAY, MARCH 27, 2023

A regular 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 27th day of March, 2023, at 6:00 P.M., via Zoom.

ATTENDANCE

Directors in Attendance Were:

Jason Yoho, Secretary
Hans Hultgren, Assistant Secretary
James Jandreau, Assistant Secretary
Bruce Hohne, President

Directors Absent but Excused:

Glenn Clark, Treasurer

Also, in Attendance Were:

Christy McCutchen; Pinnacle Consulting Group, Inc.
Colin B. Mielke; Seter & Vander Wall, P.C.
Marissa Peck; Seter & Vander Wall, P.C.
Michael Carrano, District Manager
Chris Oeland, District Operations
Gabby Begeman, ORC Water Professionals
And various members of the public

The meeting was called to order at approximately 6:00 P.M.

It was confirmed that a quorum of the Board was present.

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: The Board reviewed the agenda. Following review and discussion, upon motion duly made seconded and, upon vote, unanimously carried, the agenda was approved as presented.

Approval of Minutes: The Board reviewed and discussed the draft minutes for the February 27, 2023 board meeting. The Board requested that the minutes be revised to contain more detailed information. Mr. Mielke confirmed his office will redistribute the February meeting minutes to the board members to provide any desired additional information, and that the minutes will be presented at the

next meeting for approval. As such, the Board tabled approval of the February minutes.

Public Comments: The Board opened the meeting to public comment.

Ashlyn DelPriore, owner of Lots 635 and 634, addressed the board regarding the lack of water on her property. The Board noted that maintenance of service lines are the sole responsibility of the property owner. After discussion relating to the actions that have been taken to date and the frozen ground above the service line, the Board, upon motion made, seconded and unanimously carried, approved making an exception based on the circumstances and directed Mr. Oeland to assist in breaking through permafrost so Mr. Meyers can assist Ms. DelPriore with repairing the service line. Director Hohne suggested the District confirm that curb stop construction requirements are in the District's Construction Manual.

Gino Della Penno next spoke regarding a water leak and emergency fix on Silver Creek Road which has caused Elk Road to be closed. Mr. Della Penno informed the Board that he believes that another homeowner is going to dig up Silver Creek Road, thus eliminating access to certain property. Director Hohne directed Mr. Della Penno to correspond with the County, as the District is not involved in issuing permits for digging in right of ways. Mr. Della Penno then discussed the ways in which unprecedented freezing is impacting short-term rentals. He asked that the District put warmer water into the lines.

There being no further comments from members of the public, this portion of the meeting was closed.

COMMUNITY
MANAGEMENT
ITEMS

Community Manager Report: Ms. McCutchen presented the Board with a written community management report and provided an overview of the report.

WATER AND
WASTEWATER
SYSTEM
IMPROVEMENTS

Anchor QEA Consultant Report: It was noted that Mr. Orsatti was present before the meeting, but left the meeting due to an apparent lack of quorum before the arrival of all the board members. The Board reviewed his written report in his absence.

Discussion regarding Long-Range Plan: Mr. Carrano updated the Board on the revised Long-Range Plan. After discussion, and upon motion made and seconded, the Board voted to unanimously approve the Long-Range Plan as updated. These updates included extending deadlines in the plan by one year.

Additional Updates: The Board discussed the status of other activities in the District. The Board directed Mr. Carrano to update the Board within ten days regarding the submission of the District's Basis of Design Report to CDPHE.

The Board discussed the status of the main line extension project for Woods Court to be performed by Meyers Enterprises, LLC. Construction plans prepared by Anchor QEA and Meyers Enterprises, LLC have been submitted to the county for review, but Mr. Meyers informed the Board that county approval of those plans is not required and he anticipates starting work on June 15, 2023. Mr. Meyers confirmed he will deliver the construction plans to Mr. Mielke and

Mr. Mielke will insert them into an updated Cost-Recovery Agreement between the District and Meyers Enterprises, LLC.

The Board noted that the GWUDI information discussed at the last meeting was recently submitted to CDPHE, but that the Board had requested it be sent to CDPHE immediately after the last board meeting.

The Board next discussed costs associated with Anchor QEA's negotiations with CDPHE to reduce fines related to CGRS's late completion of the water system improvement project. Mr. Carrano confirmed that it took Anchor QEA one hour to complete the negotiations.

DISTRICT
OPERATIONS/
MANAGEMENT
ITEMS

Operations Report: Mr. Oeland discussed the approximate 25 homes have frozen service lines. Director Jandreau mentioned that all frozen lines with copper lines likely will be compromised because copper is susceptible to breaking from a freeze. The Board discussed potential issues that might arise in the Spring as a result of the deep freeze.

ORC Water Report: Ms. Begeman presented and discussed her operations report with the Board. Ms. Begeman noted that the Board had approved the purchase and installation of computers and data-loggers at its last meeting to assist with SCADA operations. Mr. Carrano confirmed he will call the supplier, Brown Hill, tomorrow and confirm their supplies will work with the SCADA system and the purchase the materials.

In relation to Well #5, ORC stopped adding corrosion control chemicals to the water because the pumps are currently non-operational. Ms. Begeman suggested either installing new pumps or scheduling an inspection by Brown Hill to determine if the pumps can be repaired. Following discussion, upon motion made and seconded, the Board voted unanimously to approve inspections by Brown Hill, not to exceed \$1,000, to determine if repair is possible and, if not feasible to repair, approved ordering and installing replacement pumps, not to exceed \$4,500.

Ms. Begeman further noted that she fixed a problem with the flow meter at the wastewater treatment plant. She noted that the District will receive a violation notice from CDPHE because there is no data available for the dates it was non-operational. In addition, only one of the two RAS pumps is operational. The other is not working due to overheating. Because these pumps are integral to the operation of the system, the Board agreed to buy grinder pumps to replace the non-operational pumps. Following discussion, and upon motion made and seconded, the Board voted unanimously to approve the purchase and installation of new grinder pumps, which are estimated to cost \$9,500 plus \$4,000 for installation.

Ms. Begeman lastly informed the Board that an alarm system had been purchased and installed, which sends alerts if the wastewater system shuts down.

Manager's Report: Mr. Carrano provided the Board with an update on District management items, as further identified in his written report presented to the Board.

The Board engaged in discussion regarding authorizing the manager to spend without Board approval. Mr. Carrano would like a spending authority for incidentals and emergencies. Mr. Mielke agreed to research previously approved spending authorization for the District's managers so it can be used as a template for Mr. Carrano's request.

FINANCIAL ITEMS

Review and Consideration of Payables: Ms. Ondracek presented the monthly financial report and following discussion, upon motion made and seconded, the Board voted unanimously to accept the report as presented. The Board reviewed a payment of claims report through March 14, 2023 provided by Pinnacle in the total amount of \$93,060.62. After review and discussion, and upon motion made, seconded and unanimously carried, the Board approved the payment of claims report as presented.

Budget-to-Actual Report: The Board reviewed and discussed the budget-to-actual report provided by Pinnacle. Upon motion made, seconded and unanimously carried, the Board accepted the report as presented.

Discussion regarding Loans and Grants: The Board discussed a \$500,000 loan from CDPHE's Drinking Water Revolving Fund, and noted that it includes \$300,000 in upfront principal forgiveness. Mr. Carrano confirmed he will research other loan and grant opportunities that may be available to the District

LEGAL ITEMS

Ratification of CGRS, Inc. Agreement for Repair of Water Main: Mr. Mielke presented the Board with an agreement with CGRS related to water main break repairs for ratification. Following discussion, upon motion made and seconded, the Board voted unanimously to ratify the agreement.

Engineering Services RFP: Mr. Mielke updated the Board on the District Engineer RFP process, and confirmed the request for proposals was published in the Clerk Creek Courant. Mr. Mielke confirmed he will send the final RFP documents to Director Hultgren as quickly as possible.

Election Update: Mr. Mielke updated the Board regarding the May 2, 2023 regular election, reminding the Board of upcoming deadlines and confirming the seats that will be up for election. Mr. Mielke noted that all candidates had been invited to attend this meeting and invited questions from board members and candidates.

DIRECTORS ITEMS

There were no Director items brought before the Board.

OTHER ITEMS

There were no additional items.

EXECUTIVE
SESSION

There was no executive session held.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 8:15 P.M.

By:


APR 27 2023 10:56 MDT

Secretary







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Final Audit Report

2023-04-27

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By:	Catherine Bright (cbright@svwpc.com)
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