

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
ST. MARY'S GLACIER WATER AND SANITATION DISTRICT  
HELD  
MONDAY, AUGUST 26, 2024

A regular meeting of the Board of Directors of the St. Mary's Glacier Water and Sanitation District was convened on Monday, August 26, 2024 at 6:00 p.m. via Zoom virtual meeting platform.

ATTENDANCE

Thomas Meyers  
Peter Ward  
Hans Hultgren  
Ed Hauschild

Absent:

Glenn Clark (absence excused)

Also present were:

Colin B. Mielke; Seter, Vander Wall & Mielke, P.C.  
Angela Kana-Veydovec, KV Water Engineering  
Michael Garcia, Pinnacle Consulting Group  
Carrie Smith, U.S. Water Alliance  
Austin Thompson-Spain, U.S. Water Alliance  
Todd Leopold, Colorado Department of Local Affairs  
Philip Howland, member of the public

CALL TO ORDER

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

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

Approval of Minutes: The Board reviewed the minutes for the regular meeting held July 22, 2024. After review, and upon motion made, seconded and unanimously carried, the Board approved the minutes as presented.

Election of Board of Director Officer Position: After discussion, and upon motion made, seconded and unanimously carried, the Board elected Director Hauschild to serve as its assistant secretary.

### COMMUNITY MANAGER'S REPORT

The Board reviewed the community manager's written report. After discussion, and upon motion made, seconded and unanimously carried, the Board determined to waive a \$25.00 fee that was issued to a District resident for a returned check.

### DISCUSSION OF TAP CERTIFICATE FOR LOT 107, ST. MARY'S SUBDIVISION, UNIT 2 (HOWLAND)

Mr. Howland addressed the Board regarding tap permit process for his property. Mr. Howland explained that he was informed by an engineer that there was a tap in the ground. According to Mr. Howland, former District employee Chris Oeland also had informed him that a tap existed on his property.

Director Meyers clarified that a curbstop was put in place when Mr. Howland's neighbor constructed the property and owned both his and Mr. Howland's lots, and that it does not appear the District approved a tap permit for Mr. Howland's property. Director Meyers explained that the curbstop may not have been installed correctly and could potentially be tapped into another service line. Director Meyers noted that connection fees still need to be paid for Mr. Howland's property if he wants water and sewer service from the District, and the line needs to be inspected to confirm it is not tapped into another property's service line. If Mr. Howland's service lines are connected to the District's main lines, Director Meyers believes the connection is sufficient from a construction standpoint.

Mr. Mielke agreed to send the District's form of tap application for Mr. Howland to complete and make a payment for connection fees that are owed to the District. Once completed, the District will inspect the connection and make a determination on its compliance with the District's rules and regulations.

Director Meyers then remarked that the initial inspection Mr. Howland referenced was done under the assumption that the curbstop was installed legally. Only after the inspection was completed was it discovered that the curbstop was installed illegally by a prior property owner.

### FINANCIAL ITEMS

Review Financial Report: The Board reviewed the District's financial statements for the period ending June 30, 2024. Upon motion made, seconded and unanimously carried, the Board approved the financial statements as presented.

Review and Consideration of Payables: The Board reviewed the District's payment of claims report as of August 19, 2024, the credit card listing report as of July 31, 2024, and the statement of cash position through August 19, 2024. After review, and upon motion made, seconded and

unanimously carried, the Board accepted the reports presented and approved July expenses disbursed in August for a total of \$137,427.28.

Review Budget vs. Actual Report: The Board reviewed budget vs. actual reports for the District's general, enterprise and capital projects funds. After review, and upon motion made, seconded and unanimously carried, the Board accepted the reports as presented.

## PUBLIC COMMENT

The Board opened the meeting for public comment. There being no public comment, the public comment period was closed.

## DEPARTMENT OF LOCAL AFFAIRS GOVERNANCE TRAINING AND GRANT MANAGEMENT SESSION

Mr. Leopold provided the Board with an overview of elected official responsibilities and financial and technical assistance opportunities available to the District. Mr. Leopold expressed that Colorado Department of Public Health & Environment ("CDPHE") regulations are becoming more onerous and emphasized the importance of metering to understand where leaks are occurring.

Ms. Smith presented the Board with methods the U.S. Water Alliance intends to utilize in its assistance to the District, including providing rate study support, Board education resources and avenues for increased community engagement. Representatives from the U.S. Water Alliance will prepare a newsletter for the Board to consider.

## DISTRICT OPERATIONS

ORC Report: The Board reviewed Ms. Begeman's written report. The report outlined Well 1's turbidity issues with the meter and the need for a new meter.

The report next discussed CDPHE's desire to verify all service lines for compliance with materials requirements.

The report emphasized that the District's underground utilities need to be registered with 811. Ms. Begeman explained that because Mr. Oeland was previously tasked with performing utility locates, the District will need to hire a third-party company to conduct the work instead.

Additionally, it was reported that frequent power outages are complicating data reporting. Installing a generator at Well 5 could help mitigate the issue. The Board then agreed to move the generator to Well 5.

Engineering Report: Ms. Kana-Veydovec presented her report to the Board and provided an overview of ongoing activities related to the District's water and wastewater systems.

## LEGAL ITEMS

Discuss 120 Canyon Court (Gangelhoff) Request for Exclusion from District Boundaries and Interest on Refund: Mr. Mielke reported on the Gangelhoffs' request for their property to be excluded from the District's boundaries and for the District to pay interest on the refund of their deposit described in the variance the District previously granted to the Gangelhoffs. The Board discussed that exclusion of property from District boundaries is not common practice. The Board also noted that paying interest on the Gangelhoffs' refund is not warranted. The Board further noted that the Gangelhoffs made their deposit in November 2023, just prior to expiration of the deadline set forth in the variance. Winter weather and frozen ground conditions in the District made it impossible for the District to perform inspections related to the potential installation of service lines near the Gangelhoffs' property, and inspections were completed once the ground thawed in 2024. After discussion, the Board determined to deny both requests.

## DIRECTOR'S ITEMS

Discuss Potential Well along Alice Road: There were no updates on the status of the potential well along Alice Road.

Status of Brook Drive Project: There were no updates on the status of the Brook Drive project.

Discuss 240 Little Creek Request for Water Leak Repair: The Board discussed a request it received to repair a property owner's service line. The Board discussed the request, noting that it appears the property owner believes the District's work on the main line caused damage to her service line. The Board expressed its belief that main line work would not have caused damage to the property owner's service line and that service line repairs and maintenance are the responsibility of the property owner pursuant to the District's rules and regulations. Mr. Mielke agreed to inform the property owner that service line maintenance and repairs are the responsibility of the property owner.

## EXECUTIVE SESSION

At approximately 8:06 p.m., upon motion made, seconded and unanimously carried, the Board entered into an executive session as allowed by Section 24-6-402 (4)(b), C.R.S. for the purpose of receiving legal advice regarding an unemployment claim by a former District employee.

The Board reconvened from executive session at approximately 8:21 p.m. and confirmed that no action was taken during the executive session.

ADJOURNMENT

There being no further business to come before the Board, and upon motion duly made and unanimously carried, the meeting was adjourned at approximately 8:25 p.m.

By:

/s/ Hans Hultgren  
Secretary