

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF  
DIRECTORS OF THE ST. MARY'S GLACIER WATER AND  
SANITATION DISTRICT  
HELD  
TUESDAY, MAY 28, 2019

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 Tuesday, the 28<sup>th</sup> day of May 2019, at 6:00 P.M., at Alice School House, 271 Silver Creek Road, Idaho Springs, Colorado, 80452.

ATTENDANCE

Directors in Attendance Were:

Bruce Hohne, President  
Glenn Clark, Treasurer \*[Arrived at 6:10 PM]  
Frank Brown, Assistant Secretary  
Beth Ramsey, Assistant Secretary

Also, in Attendance Were:

Jim Nikkel; Pinnacle Consulting Group, Inc.  
Traci Miller; Pinnacle Consulting Group, Inc. (via teleconference)  
Colin B. Mielke; Seter & Vander Wall, P.C.  
Chris Oeland; St. Mary's Glacier Water and Sanitation District Employee  
Bob Orsatti; Lamp Rynearson (TZA Water Engineers)  
Will Stambaugh, Prolific Enterprises  
Gabrielle Begeman; ORC Water Professionals

Director Hohne confirmed that a quorum of the Board was present.

Director Hohne called the meeting to order at 6:04 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

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

Minutes: The Board reviewed the minutes of the April 22, 2019 regular meeting of the Board of Directors. Following review and discussion, upon

motion duly made by Director Hohne, seconded by Director Ramsey and, upon vote, unanimously carried, the Board approved the minutes of April 22, 2019 regular meeting of the Board of Directors, as presented.

Public Comments: Director Hohne opened the meeting for public comment. There were no community members present. Director Hohne closed the public comment period.

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WATER SYSTEM  
IMPROVEMENTS  
UPDATE

Lamp Rynearson's Report: Mr. Orsatti reported that the drilling contractor has completed the drilling of the test well and that preliminary indications are favorable for similar water production as the existing wells in the District and that the contractor has been de-mobilized until the final well design has been determined.

Mr. Orsatti reported that the existing sewer line intersects Winterland Subdivision Unit 4, Lot 70 (Stuart Vista Court) and suggested that the Board contact the owner of the lot discuss placement of a new line and inquire about the possibility of purchasing the lot from the owners, which gives the District greater options for placement of new lines. Director Brown informed the Board that he has had an initial conversation with the owners. Director Ramsey reported that she would like to see a cost/benefit analysis for both scenarios. Directors Hohne and Brown agreed to contact the owner and report to the rest of the Board about the discussion.

Mr. Orsatti presented and reviewed with the Board a project change log, noting that Lamp Rynearson has donated several hours to the District to complete tasks that were in addition to the original scope of work. Mr. Orsatti stated that Lamp Rynearson has identified several more additional tasks that will need to be completed, and requested a change in scope work order in the amount \$45,600. Mr. Orsatti stated that this is a time sensitive request, as it relates to the project engineering. Following review and discussion, upon motion duly made by Director Brown, seconded by Director Hohne and, upon vote, unanimously carried, the Board approved the project change log and requested Mr. Orsatti prepare a formal change of scope for ratification at the next meeting.

Mr. Orsatti distributed and discussed a preliminary projection on wastewater system operations after completion of proposed wastewater improvements. Mr. Orsatti provided an overview of the pre-application process for the proposed wastewater system improvements.

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DIRECTORS  
MATTERS

Funding Update: Director Ramsey reported that she is continuing to search for additional capital funding opportunities for the District. Director Ramsey expressed concerns about having matching funds available if she is able to find a grant or loan that the District may qualify for.

Director Ramsey informed the Board about the United States Department of Agriculture (USDA) grant and loan program. Mr. Mielke stated that the

District has pursued a USDA loan in the past and opted to pursue the Colorado Department of Public Health and Environment Loan (CDPHE) instead due to the stringent process required by USDA. The Board discussed keeping all funding options open for future consideration.

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DISTRICT  
MANAGER  
MATTERS

Report regarding District Water Rights: Mr. Stambaugh provided the Board with a history of the District's water rights. Mr. Stambaugh stated that the District needs to install a partial flume and recording device to measure the outflow of water from Lake Quivira. Following review and discussion, upon motion duly made by Director Brown, seconded by Director Ramsey and, upon vote, unanimously carried the Board directed ORC Water Professionals to complete the necessary action to install the partial flume and recording device by the end of Fall 2019, and authorized a maximum of \$7,500 to be spent for the project.

ORC's Report: Ms. Begeman reviewed the written ORC's report with the Board and answered questions, including a recommendation for a new RAS motor. Ms. Begeman recommended that planned water system repairs prioritize portions of the system that have been subject to notices of violation from state agencies. The District's consultants and the Board further discussed the various portions of the water system project.

Operations Report: Mr. Oeland reviewed the written operations report with the Board and discussed recent operations. Mr. Oeland brought to the Board's attention a situation with the service line at 226 Mine Road. It is believed that the water main at this location was not extended to the far property line as it should have been by the builder and instead the builder had installed a long service line to serve the property. The owner of the lot, Mr. Loden, had inquired as to the District extending the main to shorten the length of his service line. The Board's noted that service lines are the responsibility of the property owners pursuant to the District's Rules and Regulations and that extension of the main would also be the responsibility of the property owner.

The Board discussed adopting standard design criteria for water and sanitation infrastructure within the District. Mr. Orsatti agreed to provide a proposal to create design standards for the District and present the proposal to the Board.

Manager's Report: Mr. Nikkel reviewed a written manager's report with the Board. Mr. Nikkel reported that the District does not own a trench box. Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Ramsey and, upon vote, unanimously carried the Board authorized the purchase of a trench box. Mr. Mielke suggested that the District also look at possible available funds from the SDA Insurance Pool to help offset the cost of the trench box.

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FINANCIAL  
MATTERS

Review and Consideration of Payables: Mr. Nikkel reviewed with the Board the claims for the period ended May 20, 2019, totaling \$64,136.42.

Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Ramsey and, upon vote, unanimously carried, the Board ratified the EFT payments and the claims for the period ended May 20, 2019 totaling \$64,136.42.

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LEGAL MATTERS

Update on Tap Relinquishment: Mr. Mielke informed the Board the Mr. and Mrs. Bucca have executed the agreement to the relinquish the tap rights for their property located at Lot 80, Winterland Subdivision, Unit 2. Mr. Mielke stated that the property will be assessed the availability of service fee going forward. A copy of the agreement will be recorded against Lot 80 so potential purchasers in the future will be apprised of the agreement.

Well #1 Redesign: Mr. Mielke informed the Board that the additional property that the District will need to acquire for the Well #1 redesign has been combined with the adjacent property. The Board discussed potential options for obtaining the necessary access and property rights to complete wellhouse updates at Wellsite #1.

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DIRECTORS  
MATTERS  
CONTINUED

District Vehicle: Director Ramsey reported that she is continuing to search for a grant that would allow the District to purchase a vehicle for use by the District employee. Director Ramsey stated that she will contact the Metro District to ask whether the District can utilize the Metro District's truck for moving the District's jetter.

Website, Communication and Proper Notification Procedures: The Board reviewed and discussed the information provided by Director Ramsey in regard to creating a District website via the National Rural Water Association. Following review and discussion, upon motion duly made by Director Ramsey, second by Director Brown and, upon vote, unanimously carried, the Board approved the creation of a new District website via the National Rural Water Association.

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OTHER MATTERS

Executive Session: Director Hohne proposed holding an executive session regarding personnel issues. Mr. Mielke stated that an executive session for personnel issues can be held only after prior notification to the applicable employee. It was suggested that the matter be scheduled for a future board meeting and prior notice be provided to the employee.

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ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 8:55 p.m.

By:   
Secretary for the Meeting