

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

MONDAY, May 22, 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 22nd day of May, 2023, at 6:00 P.M., via Zoom.

ATTENDANCE

Directors in Attendance Were:

Thomas Meyers, Director
Hans Hultgren, Assistant Secretary
James Jandreau, Assistant Secretary
Bruce Hohne, President
Glenn Clark, Treasurer

Directors Absent but Excused:

None

Also, in Attendance Were:

Christy McCutchen; Pinnacle Consulting Group, Inc.
Bob Orsatti; Anchor QEA
Colin B. Mielke; 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 April 24, 2023 board meeting. After review and discussion, and upon motion made, seconded and unanimously carried, the Board approved the minutes as presented.

COMMUNITY
MANAGEMENT
ITEMS

Community Manager Report: Ms. McCutchen presented the Board with a written community management report and provided an overview of the report. Ms. McCutchen confirmed that her office will include Mr. Oeland's and Mr. Carrano's phone numbers on the voicemail for Pinnacle Consulting Group to ensure they can be contacted by customers. Mr. Carrano confirmed that he will provide the Board with an overview of the calls received at each regular meeting.

FINANCIAL ITEMS

Review and Consideration of Payables: The Board reviewed the monthly financial report provided by Pinnacle Consulting Group, Inc. ("Pinnacle") 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 May 15, 2023 provided by Pinnacle in the total amount of \$108,223.67. After review and discussion, and upon motion made, seconded and unanimously carried, the Board ratified the payment of claims report as presented.

Budget-to-Actual Report: The Board reviewed the budget-to-actual report provided by Pinnacle. It was noted that the District's 2022 audit is expected to cost at least \$9,000. The Board discussed payments requested by CGRS, Inc. for completed work. A representative of CGRS stated that work was substantially completed in December 2022. Mr. Orsatti informed the Board that he needs to receive and review pay applications from CGRS related to work performed.

Discussion regarding Loans and Grants: Mr. Mielke presented the Board with an engagement letter from bond counsel, Sherman & Howard, for the \$500,000 Drinking Water Revolving Fund loan. Mr. Mielke noted that Sherman & Howard agreed to a reduced fee of \$15,000 for bond counsel services. After review and discussion, and upon motion made, seconded and unanimously carried, the Board approved the engagement letter with Sherman & Howard.

PUBLIC COMMENT

The Board opened the meeting for public comment.

Gregg Dighero addressed the Board, noting that he offered to create a priority list of maintenance activities for the District. Mr. Carrano noted that he created and distributed a list to the Board based on input from Ms. Begeman, Mr. Orsatti, and Mr. Oeland.

There being no further public comment, the public comment period was closed.

WATER AND
WASTEWATER
SYSTEM
IMPROVEMENTS

Anchor QEA Consultant Report: Mr. Orsatti presented a written engineering report to the Board and discussed the contents of the report. Mr. Orsatti informed the Board that he is awaiting comments from the CDPHE on the recently submitted Basis of Design Report.

Discussion regarding Long-Range Plan: Mr. Orsatti confirmed there have been no changes to the Long-Range Plan previously submitted to the CDPHE.

Additional Updates: Director Hultgren requested additional assistance from Mr. Orsatti and Pinnacle Consulting Group to identify additional grant and loan opportunities. Mr. Orsatti noted he has provided this assistance in the past and confirmed he will coordinate with Mr. Carrano to identify additional opportunities.

DISTRICT
OPERATIONS/
MANAGEMENT
ITEMS

Operations Report: Mr. Oeland informed the Board that a water and sewer line had recently thawed on its own, and that he is in the process of excavating and repairing various leaks within the system.

The Board discussed the status of updated District maps. Mr. Orsatti stated that Anchor created two separate databases (one for water and one for sewer) that have updated maps. The Board discussed the possibility of updating maps on an annual basis. Director Jandreau asked for Mr. Oeland and Mr. Carrano to provide updated information to Mr. Orsatti so that information can be incorporated into the updated maps.

ORC Water Report: Ms. Begeman requested a copy of the updated maps so she can determine where water is flowing in the system, and also requested field data from Anchor QEA. Ms. Begeman also confirmed that Mr. Carrano's license is not on the distribution system, so ORC Water Professionals license is still necessary for operation of the distribution system.

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

Mr. Carrano recommended the District seek bids for certain culvert work to be done within the District.

The Board discussed the water freezes in the District's system, including the potential of linking the Alice and St. Mary's systems versus building a new well or storage tank to assist with freezes and water outages.

LEGAL ITEMS

Election Update: Mr. Mielke confirmed that the election activities for the May 2023 regular election had been completed.

Engineering Services RFP: Mr. Mielke noted that he will contact Directors Hultgren and Clark to set up a date to review proposals after the proposal submittal deadline.

DIRECTORS ITEMS

Director Meyers informed the Board of a request from Stuart Cousins for waiver of District fees due to a water outage for the past three months. The Board discussed its rules and regulations and confirmed the requirement to pay fees even when water outages occur.

Director Meyers requested Mr. Oeland locate and provide him with information on scoping of the District sewer system, and Mr. Oeland confirmed he will locate that information for Director Meyers.

Director Hultgren proposed the creation of various subcommittees and to hold more frequent board meetings during the summer season. Director Hultgren presented a list of potential meeting dates, and upon motion made, seconded and unanimously carried, the Board approved the meeting schedule as discussed.

Director Jandreau requested that ongoing items be presented at the newly approved meetings, and requested that Mr. Carrano obtain pricing on 6-inch and 8-inch valves for the Board's consideration at the meeting on June 5th.

PUBLIC COMMENT

The Board opened the second public comment period.

Bart Bockman addressed the Board with his position that the District's manager should be physically in the community more days per week.

Tracy Allen addressed the Board, stating that the District's manager should be physically in the community more often, and expressed appreciation for Ms. Begeman's and Director Hultgrens efforts to assist the District.

There being no further public comment, the public comment period was closed.

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 8:55 P.M.

By:



Thomas Meyers (Aug 9, 2023 13:55 MDT)
Secretary








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Final Audit Report

2023-08-09

Created:	2023-07-28
By:	Catherine Bright (cbright@svwpc.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAohxp-Vzwav_I7_XRhYgfbdZA6uPyrTKO

"00676971" History

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-  Document emailed to tmeyers79@yahoo.com for signature
2023-07-28 - 8:14:48 PM GMT
-  New document URL requested by Catherine Bright (cbright@svwpc.com)
2023-08-07 - 9:18:13 PM GMT- IP address: 50.242.130.193
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2023-08-09 - 7:54:34 PM GMT- IP address: 172.58.57.112
-  Signer tmeyers79@yahoo.com entered name at signing as Thomas Meyers
2023-08-09 - 7:55:30 PM GMT- IP address: 172.58.57.112
-  Document e-signed by Thomas Meyers (tmeyers79@yahoo.com)
Signature Date: 2023-08-09 - 7:55:32 PM GMT - Time Source: server- IP address: 172.58.57.112
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