

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

Monday, July 24, 2023

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 Wednesday, the 24th day of July, 2023, at 6:00 P.M., via Zoom and at the Alice Schoolhouse, 271 Silver Creek Road, Idaho Springs, Colorado.

ATTENDANCE

Directors in Attendance Were:

Hans Hultgren, President
Glenn Clark, Treasurer
Tom Meyers, Secretary
James Jandreau, Asst. Secretary [arrived when indicated*]

Also, in Attendance Were:

Colin B. Mielke & Marissa M. Peck; Seter & Vander Wall, P.C.
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, and added an item to discuss contacts with CDPHE under "District Manager Report." Following review and discussion, upon motion duly made seconded and, upon vote unanimously carried, the agenda was approved as modified.

Approval of Minutes: The Board reviewed and discussed the draft minutes for the May 22, 2023 Regular Meeting; May 30, 2023 Special Meeting; June 5, 2023 Special Meeting; June 12, 2023 Special Meeting; June 26, 2023 Regular Meeting; and the July 12, 2023 Special Meeting. Upon motion made, seconded and unanimously carried, the Board approved the minutes as presented.

COMMUNITY
MANAGEMENT

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

ITEMS

She noted no major updates.

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, approved the payables with the caveat that Director Hultgren will follow up with Pinnacle regarding outstanding bills from CGRS and Anchor QEA that are not listed in this report and not part of the Board’s approval at this meeting.

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

PUBLIC COMMENT

The Board opened the meeting for public comment.

Ashlyn DelPriore, resident at 414 Beaver, reported that her property is still without water. Ms. DelPriore requested guidance from the Board as to next steps to achieving water service. Originally, she thought that the lack of service was due to the freeze, but it appears that is not the case. Because Ms. DelPriore installed a new line and curb stop to the home, the Board hypothesized that the problem is likely somewhere within the curb stop to the main line.

Director Meyers indicated his support for the District performing this type of repair work, including locating and digging up the Corp stop to examine it for leaks or severing.

[Director Jandreau arrived at this time*]

Mr. Mielke reminded the Board that under the District’s Rules and Regulations, maintenance of the service line, and the Corp stop, which is tied into the main line, is the owner’s responsibility. Director Meyers and Director Clark indicated their desire to change the District’s Rules and Regulations so that the District is made responsible for all repairs and maintenance from the main line to the curb stop, especially since the District has its own excavator to do this work.

Director Hultgren expressed misgivings about creating a precedent for this type of work, but that he was open to making modifications to the District’s Rules & Regulations. Director Hultgren further noted his concern that the lack of water may be caused by a larger concern within the District’s system and that he supports performing the dig in order to inspect the area for other unidentified problems. Repairs to the Corp stop would be prudent if the exploratory dig ends up showing that is the cause of the problem.

Following further discussion, Director Hultgren motioned for the District to perform an exploratory dig in order to locate and identify potential issues to ensure that the problem is not more widespread, and to fix the problem, so long as it is a simple and easy fix. Ms. DelPriore acknowledged that waives any liability of the District if damage is caused to her line during this dig. The motion was seconded and unanimously approved.

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

WATER AND
WASTEWATER
SYSTEM
IMPROVEMENTS

Update regarding Engagement of Baseline Engineering:

Mr. Mielke updated the Board on the status of the agreement with Baseline Engineering. Mr. Mielke is reviewing the form of contract. Once Mr. Mielke completes this review, the contract will be presented for Board approval at a future meeting.

Director Jandreau provided an update on his meeting with Baseline, during which he learned a lot. In the meeting, he discussed various foreseeable obstacles, such as the plastic piping in the old system near the tank, among other topics. He feels confident that the District is in good hands.

DISTRICT
OPERATIONS/
MANAGEMENT
ITEMS

Operations Report: Mr. Oeland provided his report to the Board.

60 gate valves have been cleaned and checked, with only 2-3 remaining in the whole system. Gate Valve #15 was successfully replaced. It was confirmed that all gate valves were in the open position at the time of the system freeze.

The water main break on Little Creek was repaired and the water main repair at the wastewater treatment plant (“WWTP”) was successful, so the WWTP is back on fresh water.

Mr. Oeland and his team began isolation testing to determine which valves are functional. They started at the storage tank on the Winterland side and eventually crossed over to Overlook Court. The team identified several valves that were non-functional and several that were functional. Tomorrow, they will begin exercising and isolating more valves for testing on Westbrook Drive, as they continue testing throughout the system. During this process, they ran into a couple pressure problems. Mr. Oeland and Ms. Begeman are brainstorming ways to handle these pressure problems during future isolation testing.

In terms of the system freeze issues, it is believed that a loop froze first on Crest and caused the rest of Winterland to freeze.

Director Hultgren asked questions regarding obtaining models for PRVs and the system design more broadly from Anchor QEA so that this information may be shared with Baseline. Ms. Begeman explained, and Mr. Mielke confirmed, that any work performed for the District is owned by the District, and thus that any work already conducted and paid for should be sent to the District. Mr. Hultgren asked Mr. Mielke to confirm with Pinnacle that the District is not making payments to Anchor QEA and CGRS until all reports are received and all issues are resolved. Mr. Mielke agreed to do so.

Mr. Oeland informed the Board that he recently purchased Tract F in St. Mary’s Subdivision Unit 3 and that he has since discovered that there is an outstanding \$678 fee owed to the District from prior to his purchase. He requested the Board waive the fee, similar to other purchasers who purchased properties, paid off tax liens, but failed to identify additional fees charges between the time of the lien statement being recorded and the purchase date. Following discussion, and

upon motion made and seconded, the Board voted unanimously to waive the fee if the situations is similar to prior Board waivers, and directed Mr. Mielke to confirm whether the situation is the same.

ORC Water Report: Ms. Begeman presented and discussed her operations report with the Board.

She updated the Board on issues at Well #1, which she believes were caused by a faulty filter. The filter has been replaced and the issue seems to be resolved. She informed the Board that additional datalogging equipment was installed at Well #3, which enables the District to be compliant with the rule that water quality must be continuously monitored. The corrosion control system was installed at Well #5, and is working all over the mountain. The lead and copper levels in the water are in compliance with State standards.

Ms. Begemen noted that ORC is dealing with some issues with the booster station and the pH probe.

She also provided an extensive update on the PRVs and fixing their operations.

Next, she provided an overview of the work still to be completed at the WWTP. The plant has experienced a lot of flow through the influence structure which has resulted in back-ups and blockages on occasions. Ms. Begeman hired a contractor come in and pump backup out to clear pipes and restore flow. She ordered an analog card to monitor inflow amounts in order to better detect backup issues. She is also working with the manufacturer to obtain a replacement RAS pump. In addition, there have been several issues with the new monitoring equipment at the WWTP. Namely, the signals being generated from the flow meter failed, which led to the discovery that the flow meter on the RAS line failed, and requires replacement. This replacement is estimated to cost \$3,500.

She also notified the Board that she may be able to obtain a used generator with an automatic transfer switch from another District for a reduced price. This piece of technology could run the WWTP on its own and would be incredibly valuable to the District. She will continue to investigate and pursue this possibility.

Lastly, Ms. Begeman requested guidance on the District's Communication Protocols, namely the Change of Contact Form the State requires. Following discussion, Director Hultgren requested that Ms. Begeman fill out and submit the form, assigning Director Hultgren as the Owner's Representative of the System and assigning ORC as the Administrative Contact. As the Administrative Contact, ORC will be responsible for managing and coordinating responses to the community in order to ensure timely resolution of any issues. Following discussion, upon motion made and seconded, the Board approved this arrangement.

LEGAL ITEMS

Mr. Mielke is in the process of reviewing the Baseline form of contract, as discussed previously in the meeting.

DIRECTORS ITEMS

Updates regarding Cause of 2023 Winter Freeze: Director Hultgren shared that this continues to move forward and is a top priority item. A more thorough update will be ready a couple meetings in the future.

Discuss Potential Well Construction along Alice Road: None.

Priority List Updates: None.

Subcommittee Updates: Director Hultgren is meeting with Pinnacle regarding District finances. In terms of District management, the District has opted to remain without a District Manager for now, with sights on creating a job description for a future hire.

PUBLIC COMMENT

The Board opened the second public comment period.

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 7:50 P.M.

By:



Thomas Meyers (Aug 16, 2023 10:35 MDT)
Secretary




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Final Audit Report

2023-08-16

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-  Signer tmeyers79@yahoo.com entered name at signing as Thomas Meyers
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