

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF  
DIRECTORS OF THE ST. MARY'S GLACIER WATER AND  
SANITATION DISTRICT  
HELD  
Monday, July 27, 2020

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 Monday, the 27<sup>th</sup> day of July, 2020, at 6:00 P.M., via videoconference. Due to the State of Emergency declared by Governor Polis and the threat to health and safety posed by the COVID-19 pandemic, the meeting was held via video conference through Webex and telephone conference.

ATTENDANCE

Directors in Attendance Were:

Bruce Hohne, President  
Glenn Clark, Treasurer  
Jason Yoho, Secretary  
Beth Ramsey, Assistant Secretary  
Frank Brown, Assistant Secretary

Also, in Attendance Were:

Jim Nikkel, Molly Janzen and Traci Miller; Pinnacle Consulting Group, Inc.  
Colin B. Mielke; Seter & Vander Wall, P.C.  
Chris Oeland: St. Mary's Glacier Water and Sanitation District Operator  
Nancy Wong-Bull, and Jayne Boyton; St. Mary's Glacier Residents.

The meeting was called to order at 6:02 P.M.

Director Hohne confirmed that a quorum of the Board was present with five out of five Board members in attendance.

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 Hohne, seconded by Director Ramsey and, upon vote, unanimously carried, the agenda was approved as presented.

Minutes: The Board reviewed the minutes of the June 22, 2020 special meeting of the Board of Directors. Following review and discussion, upon motion duly made by Director Ramsey, seconded by Director Hohne and, upon vote, unanimously carried, the Board approved the minutes of June 22, 2020 special meeting of the Board of Directors, as presented.

Public Comments: Ms. Jayne Boynton, 44 Little Creek, stated that her residence did not have water for several months. She stated that previously it was due to a frozen service line, but states the recent freeze is due to a frozen main line. Ms. Boynton requested that the Board considers a partial refund due to lack of services. The Board took no action on the request at this time.

---

WATER SYSTEMS  
IMPROVEMENTS

Orsatti Water Consultant's Report: Mr. Orsatti reviewed with the Board the written Orsatti Water Consultant's Report. Mr. Orsatti noted that a pre-construction meeting will be held on August 3<sup>rd</sup>, and groundbreaking for the water system improvement project is anticipated to occur on August 5<sup>th</sup>. Mr. Orsatti will provide a schedule to the Board once available.

Consider Contract for Wastewater Engineering Services: Mr. Orsatti reported that the initial wastewater design meeting was held with the CDPHE. Comments are pending on the wastewater report.

Mr. Orsatti reported that items have been removed from the wastewater construction project due to funding limitations. Mr. Orsatti noted that the required GWUDI filters must be installed using operations and maintenance funds. Mr. Orsatti reported that ORC has been provided a list of required materials, and the State will be notified on the change. Following review and discussion, upon motion duly made by Director Ramsey, seconded by Director Yoho, and, upon vote, unanimously carried, the Board approved the contract for wastewater engineering services.

Consider Agreement for Design Service for Main Line Extensions: Mr. Orsatti reviewed with the Board the Agreement for Design Service for Main Line Extension. Following review and discussion, the Board directed Mr. Orsatti to discuss the project further with Mr. Meyers.

---

DISTRICT  
MANAGER ITEMS

ORC Report: Mr. Nikkel reviewed with the Board the written ORC Report.

Operations Report: Mr. Oeland reviewed with the Board the written Operations Report, noting that a main line tap was completed at 1126 Mine Road.

Mr. Oeland reported additional utility locate requests have been received by the District and requested additional tools and training. The Board directed Mr. Nikkel to obtain quotes for locate tools and training.

Manager's Report: Mr. Nikkel reviewed with the Board the addendum to Pinnacle Consulting Group, Inc Service Agreement. Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Ramsey and, upon vote, unanimously carried, the Board approved the addendum to Pinnacle Consulting Group, Inc Service Agreement.

---

FINANCIAL  
ITEMS

Consideration of Payables: Ms. Janzen reviewed with the Board the claims for the period ended June 30, 2020, totaling \$85,123.14. Following review and discussion, upon motion duly made by Director Clark, seconded by Director Brown and, upon vote, unanimously carried, the Board approved the EFT payments and the claims for the period June 30, 2020, totaling \$85,123.14.

Consideration of 2019 Audited Financial Statements: Ms. Janzen reviewed with the Board the 2019 audited Financial Statements. Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Yoho and, upon vote, unanimously carried, the Board accepted the 2019 Audited Financial Statements and authorized filing the 2019 Audit with the Office of the State Auditor.

---

LEGAL ITEMS

Update of Discussions with Clear Creek County Regarding District Operations: Mr. Mielke reported that he, Director Hohne and Director Yoho met with Mr. Van Dyne and Mr. Rollenhagen from Clear Creek County to discuss several issues related to the District. Mr. Mielke reported that illegal camping in the District was discussed, and Mr. Van Dyne stated that the County does not have enough resources to enforce camping regulations. Mr. Van Dyne encouraged the District to submit time-stamped pictures of illegal campers by parties willing to testify in Court in order to prosecute the violators. Mr. Mielke noted that illegal camping has become a concern to the District due to the potential for illegal dumping of sanitary waste within and adjacent to the District.

The Board representatives discussed with Mr. Van Dyne the re-direction of water flow near the District's wastewater treatment plant. Mr. Van Dyne stated that the county monitors the movement of earth and encouraged the District to report instances of earth moving to the County. The County does not monitor the movement of waterways, such as streams.

Acceptance of Easement from Property Owner Adjacent to Well #1: Mr. Mielke reported that the easement from Mr. Karoli, the property owner adjacent to Well #1, has been completed. The Board authorized Mr. Mielke to execute the acceptance signature line on the easement agreement and to record the easement with the County Clerk & Recorder's Office.

Update Regarding Notice of Violation for 29 and 31 Eva Road: Mr. Mielke reported that no further information has been provided by the property owner or attorney for 29 and 31 Eva Road.

Update Regarding Claims by Mr. Grech regarding Interruption of Service to 401 Lake Road: Mr. Mielke reported that no further information has been provided since Mr. Mielke's request for Mr. Grech to send copies of settlement documents that Mr. Grech had referenced in a previous correspondence.

Update Regarding Woods Court Infrastructure Proposal: The Board reviewed a map of the proposed main line extension by Mr. Meyers and the potential of extending the main line to create a loop with Upper Forest Road. Mr. Mielke noted that the District cannot agree to cap the price for future tap purchases, but that the District could continue discussions with Mr. Meyers to determine an appropriate proposal for the main line extension.

Update regarding Correspondence from Ms. Gangelhoff regarding Extension of Service to Winterland Subdivision Unit 4, Lots 42 and 43: Mr. Mielke reported that Ms. Gangelhoff has sent additional correspondence regarding Availability of Service Fees, but she requested that her request not be addressed at the public meeting. The Board directed Mr. Mielke, Director Hohne and Director Yoho to speak to Ms. Gangelhoff regarding her concerns.

---

DIRECTORS  
ITEMS

Director Ramsey reported that complaints have been made by some constituents regarding the monthly invoices and quarterly statements. Mr. Nikkel reported the Pinnacle Consulting Group, Inc. is currently researching alternative billing systems to use beginning in 2021.

---

OTHER ITEMS

St. Mary's Unit 6, Lot 909: Mr. Oeland reported that the owner of St. Mary's Subdivision Unit 6, Lot 909 informed him that he is charged the monthly water and sewer rate on vacant property. Mr. Oeland noted that there is a water line near the property, but the main sewer line is not believed to be accessible to the property. The Board discussed that the property likely purchased a tap in the past and is paying the monthly service fees to keep the tap current. The Board directed Mr. Oeland and Pinnacle Consulting Group, Inc. to research the history of the property with regard to tap applications and payments.

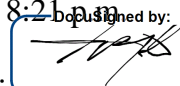
Service Line Regulations: The Board discussed a recent question received by a board member regarding enforcement of the regulation prohibiting a single service line for two dwellings, and concern that it is not enforced consistently throughout the District. Particularly, the question concerned why 29 and 31 Eva Road are charged two service fees when other properties connected on a single service line are charged one service fee. Mr. Mielke stated that the District is not selectively enforcing the service line regulations, and that a lack of resources and other District priorities have traditionally prevent the District from a largescale investigation of this matter. Mr. Mielke confirmed that the 29 and 31 Eva Road matter was brought to the District’s attention by the owner of those properties after demanding a refund for previous amounts paid. The District reviewed his accounts and identified that those properties had been undercharged since 2015 because one of the properties was removed from the billing system absent board approval.

Easements: Mr. Oeland inquired about the easement requirements in the District. Mr. Mielke noted that the width of easements surrounding individuals lots is usually five or ten feet and varies with each plat filing. The easement width for a particular lot can be determined by reviewing the plat map for that lot’s subdivision.

Summer Road Maintenance: Mr. Oeland reported that the St. Mary’s Glacier Metropolitan District has begun summer road maintenance, and that road base is being applied to the District’s manhole covers which creates challenges to remove the manhole covers as needed. Mr. Oeland requested that a Board Member speaks to the St. Mary’s Metropolitan District Board, or the metropolitan district employee to find an alternative solution.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 8:21 p.m.

By:  \_\_\_\_\_  
DEC70FDDCF7046C...  
Secretary for the Meeting