

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

Monday, March 25, 2024

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 25th day of March, 2024, at 6:00 P.M. via Zoom virtual meeting platform.

ATTENDANCE

Directors in Attendance Were:

Thomas Meyers
Peter Ward
Glenn Clark
Hans Hultgren

Absent:

James Jandreau (absence excused)

Also, in Attendance Were:

Colin B. Mielke; Seter, Vander Wall & Mielke, P.C.
Chris Oeland, District Employee
Gabrielle Begeman, ORC Water Professionals
Angela Kana-Veydovec, KV Water Engineering
Jennifer Ondracek, Pinnacle Consulting Group
Kris Quantz, CGRS, Inc.
Carrie Smith, U.S. Water Alliance
Mary Morton, U.S. Water Alliance
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.

AMINISTRATIVE
MATTERS

Agenda: The Board reviewed the agenda for the meeting, and upon motion made, seconded and unanimously carried, approved the agenda as presented.

Minutes: The Board reviewed the minutes for the regular meeting held February 26, 2024. After review, and upon motion made, seconded and unanimously carried, the Board approved the minutes as presented.

FINANCIAL ITEMS

Review and Consideration of Payables: The Board reviewed the District’s payment of claims report as of March 13, 2024 totaling \$376,269.96, the credit card listing report as of February 29, 2024 totaling \$303.35, and the statement of cash position through March 19, 2024. After review, and upon motion made, seconded and unanimously carried, the Board accepted the reports presented.

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 report as presented.

Status of 2022 Audit: Ms. Ondracek updated the Board on the status of the 2022 audit, noting that it would be distributed within the next week for review. The Board was informed that the 2023 audit is in progress and that a 2023 budget amendment will be needed for the April Board meeting. Additionally, the Board reviewed the District’s 2023 year-end financials. After review, and upon motion made, seconded and unanimously carried, the Board accepted the 2023 year-end financials as presented.

PUBLIC COMMENT

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

DISTRICT OPERATIONS

SAM Update: Ms. Ondracek informed the Board that the District’s SAM registration has been updated and resubmitted to CDPHE’s Grants and Loans unit. Ms. Ondracek noted that she anticipates the SAM registration will be accepted after correction of a typographical error in the District’s mailing address.

Engineering Report: Ms. Kana-Veydovec presented an engineering report to the Board and discussed ongoing compliance activities for the District’s water and wastewater systems. Ms. Kana-Veydovec presented and discussed with the Board draft water and wastewater compliance reports and supplemental letters related to compliance activities for the District’s water and wastewater systems.

Ms. Kana-Veydovec next discussed the District’s Long-Range Plan and the CDPHE’s desire to designate separate plans for the District’s water and wastewater systems. Ms. Kana-Veydovec introduced representatives from the U.S. Water Alliance WaterTA program. Ms. Smith and Ms. Morton explained the various forms of assistance offered through the WaterTA program.

After review and discussion, and upon motion made, seconded and unanimously carried, the Board approved the reports and supplemental letters to be submitted to CDPHE for the District’s water and wastewater systems.

Ms. Kana-Veydovec provided the Board with an update on grants previously awarded to the District, including a DOLA grant for part of Phase 2 Water System Improvements Project and a Small Communities Grant for replacement of gate valves. An emergency grant from DOLA for replacing meters and communication equipment is also being considered. Ms. Kana-Veydovec confirmed that completion of an environmental report for the remainder of funds

to be disbursed under the Small Communities Grant.

Operations Report: Mr. Oeland shared his operations report. Mr. Oeland discussed a quote received from Badger Meter to replace all meters in the District, noting that cell meters are not an option.

Mr. Oeland reported that a replacement cutting edge has been purchased and installed on the District's backhoe.

Mr. Oeland next informed the Board of issues with freezing water and wastewater lines. Mr. Oeland reported that a sewer line froze on Brook Drive, causing a back-up within a residence. The only water line that froze was 27 Upper Forest Road, which is a dead-end line. Additionally, Mr. Oeland informed the Board that WWTP floor drains were jetted.

ORC Report: Ms. Begeman presented her report to the Board. She noted that Well #3 is back online and that she will work to ensure the Alice Booster remote monitoring and alarm system is transferred to it in order to complete monthly reports.

Ms. Begeman reported that both blowers are working and that the District has a spare on hand. In addition, Ms. Begeman informed the Board that she has ordered another RAS pump and the appropriate components necessary to install it.

The Board, upon motion made, seconded and unanimously carried, approved the purchase of a new pump for up to \$3,500 for draining basins and moving material.

LEGAL ITEMS

Update Regarding Phase II Water Project Closeout: In response to an inquiry from Mr. Oeland regarding whether a geotech report was done as part of CGRS work, Mr. Quantz responded that he would look into the matter further and follow up with Mr. Oeland.

Consider Renewed Engagement of Anchor QEA for Phase II Water Project Closeout: After discussion, and upon motion made, seconded and unanimously carried, the Board approved, with a not to exceed amount of \$3,500, engagement of Anchor QEA to begin a closeout of punch list items with the understanding that a greater amount is to be identified when SRF closeout tasks are identified and a written contract is presented to the Board for approval.

DIRECTOR'S ITEMS

Discussion Regarding Employee Compensation: Director Clark and Director Hultgren agreed to form a committee to discuss Mr. Oeland's compensation further and to prepare a proposal for the Board's consideration.

Discuss Status of Brook Drive Project: Director Hultgren expressed his desire that the section of the Brook Drive project that was left incomplete last summer be completed this year. The Board next discussed updates on the sewer line

freeze reported by Mr. Oeland.

Priority List Updates: Director Meyers and Director Ward agreed to meet prior to the April Board meeting to discuss updates to the priority list.

Discuss Potential Well Construction along Alice Road: The Board discussed the possibility of drilling a well along Alice Road next to Well #5 to create redundancy in the District's water system. The Board will continue to consider this potential project.

OTHER

None.

PUBLIC COMMENT

The Board opened a second public comment period. There being no public comment, the public comment period was closed.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 8:20 P.M.

By:


Peter (May 10, 2024 14:53 EDT)
Secretary/Assistant Secretary







Draft Meeting Minutes - SMGWSD (03.25.2024) (00729753-2).DOCX

Final Audit Report

2024-05-10

Created:	2024-05-08
By:	Catherine Bright (cbright@svwpc.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIrLSULbaLw-ubiQ1QqCyzBOxCssDxkrK

"Draft Meeting Minutes - SMGWSD (03.25.2024) (00729753-2).DOCX" History

-  Document created by Catherine Bright (cbright@svwpc.com)
2024-05-08 - 3:41:49 PM GMT
-  Document emailed to Peter (4484camel@gmail.com) for signature
2024-05-08 - 3:41:56 PM GMT
-  Email viewed by Peter (4484camel@gmail.com)
2024-05-09 - 10:35:54 PM GMT
-  Email viewed by Peter (4484camel@gmail.com)
2024-05-10 - 6:45:45 PM GMT
-  Document e-signed by Peter (4484camel@gmail.com)
Signature Date: 2024-05-10 - 6:53:01 PM GMT - Time Source: server
-  Agreement completed.
2024-05-10 - 6:53:01 PM GMT