

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

Monday, February 26, 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 26th day of February, 2024, at 6:00 P.M. via Zoom virtual meeting platform.

ATTENDANCE

Directors in Attendance Were:

Thomas Meyers
Peter Ward
Glenn Clark
James Jandreau

Absences Excused:

Hans Hultgren

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

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 for the meeting, and upon motion made, seconded and unanimously carried, approved the agenda as presented.

Minutes: The Board reviewed the minutes for the special meeting held December 21, 2023. After review, and upon motion made, seconded and unanimously carried, the Board approved the minutes as presented.

Annual Administrative Resolution (2024): Mr. Mielke presented the Board with an annual administrative resolution for 2024. The Board reviewed the annual administrative resolution. Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved the annual administrative resolution as presented.

COMMUNITY
MANAGEMENT
ITEMS

Community Manager's Report: The Board reviewed the community manager's written report. The Board discussed a request from the Gangelhoffs, owners of 120 Canyon Circle, for an extension of the deadline to construct a residence as set forth in the Board's previously granted variance. The Board discussed the need to conduct further research regarding the request and tabled action on this item to a future Board meeting.

PUBLIC COMMENT

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

DISTRICT
OPERATIONS

Operations Report: Mr. Oeland shared his operations report. Mr. Oeland discussed the need to purchase five replacement transponders at approximately \$500 each in order to accurately read meters within the District. After discussion and upon motion made, seconded and unanimously carried, the Board approved the purchase of transponders needed at this time to evaluate the purchase of additional transponders in the future.

Mr. Oeland next discussed the need to replace the cutting edge on the District's backhoe. A like-kind replacement is estimated to be \$1,400 plus \$200 shipping. Cheaper options are approximately \$400. The Board, upon motion made, seconded and unanimously carried, approved purchase of one of the cheaper options and directed Mr. Oeland to proceed with the purchase.

Mr. Oeland informed the Board that all main lines are flowing, but the main line between points 54 and 54.1 on Brook Drive was icing up halfway and that he has been hot-jetting the pipe to mitigate freezing.

Mr. Oeland informed the Board of a broken service line at 240 Little Creek and a request by the property owner for the District to assist in the repair. The Board noted maintenance of service lines are the property owner's responsibility under the District's rules and regulations and that there is no evidence that District activities were the cause of the break. The Board did not approve the District's participation in the service line repair.

ORC Report: Ms. Begeman presented her report to the Board. She noted that Well #3 remains inoperable due to turbidity and filter issues, and that there are other portions of the system that have broken down and need repairs. Ms. Begeman will create a list of items needed to make repairs.

Ms. Begeman commented on the Board's previous discussion regarding potentially placing meter pits at curb stops, noting that in high-elevation communities it is not common to place meter pits at the curb stop because of the risk of freezing. The Board determined not to consider this project further and to remove this item from future agendas.

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 informed the Board that the CDPHE has demanded that compliance reports be submitted more timely, and the Board

discussed the recent changes in management personnel that has led to the untimely reports and a determination for the District to address the reports immediately.

Ms. Kana-Veydovec informed the Board of a new assistance program for collection and distribution called WaterTA administered by the EPA that has been recommended to the District by CDPHE's grants and loans department. The Board noted its desire to learn more about the program.

Ms. Kana-Veydovec next discussed the District's Long-Range Plan and the potential need to update the deadlines in the plan. Ms. Kana-Veydovec will continue to work on this matter.

Lastly, Ms. Kana-Veydovec updated the Board regarding water and wastewater reports that she will be drafting for submission to CDPHE, noting that she will provide drafts to the Board for review and approval at its next meeting.

LEGAL ITEMS

Task Order No. 1 – KV Water Engineering: Mr. Mielke presented the Board with Task Order No. 1 for the District's KV Water Engineering. After review and discussion, and upon motion made, seconded and unanimously carried, the Board approved Task Order No. 1 as presented.

Request for Lot Combination: The Board discussed a request from the owner of Lots 22 and 23 in Winterland Subdivision Unit 1 to combine the two lots into a single lot, and specifically (1) that the Board waive any objection to the combination of those two lots, and (2) the Board vacate easements that exist between the two lots. The owner of the properties was not present at the meeting.

Mr. Oeland reviewed the request and determined that no existing District infrastructure is located within the easements and that there are no plans for the District to place infrastructure within those easements in the future.

The Board discussed that one of the lots has a home connected to the District's systems, and the remaining lot is vacant and subject to the District's availability of service fees. The Board discussed its policy that it does not object to the combination of two lots when there is a currently connected home on one of the lots.

After discussion, and upon motion, seconded and unanimously carried, the Board determined (1) it does not object to the combination of the two lots; and (2) the District agrees to vacate the easement interests it may have solely for the 5-foot side lot utility easements located between the two lots, subject to the combination of those lots being approved and completed by Clear Creek County. Furthermore, the District reserves any easement rights it may have on other areas of the lots, including but not limited to the entirety of the easements along street lot lines, rear lot lines, and other side lot lines for the lots.

Streamline Website Contract: Mr. Mielke presented the Board with a contract for website hosting services from Streamline, noting Streamline's ability to comply with regulations recently adopted by the Colorado legislature for accessibility compliance. Upon motion made, seconded and unanimously

carried, the Board approved the agreement with Streamline.

Discussion regarding CGRS Project Closeout: Mr. Mielke discussed the status of the CGRS water project, noting that Anchor QEA had previously created a punch list of items to address and that an engineer will need to review the status of the punch list before retainage can be released. Mr. Orsatti at Anchor QEA has agreed to extend his services to closeout the project so retainage can be released. The Board discussed the remaining activities to complete for closeout and determined to have Mr. Mielke, Ms. Kana-Veydovec, and Director Meyers participate in a phone conference with Mr. Orsatti to begin preparations for completion of those activities.

Water Service for Ski Hill Area: Mr. Mielke informed the Board of a request for information from a potential purchaser of the old ski hill property regarding whether the District has the capacity to serve a business that would construct ice castles in the District. The Board discussed that county approvals and zoning would be required, and that the District’s infrastructure likely cannot support the water demand that would be required for the business.

DIRECTOR’S ITEMS

Discuss Employee Salary: Director Clark expressed his opinion that Mr. Oeland should be given a raise based on his performance over the past year. The Board discussed the potential for a raise and Mr. Mielke confirmed he will contact the District’s accountant to obtain a salary history that can be considered at the next board meeting. Action on this item was tabled until the next meeting so the Board can review salary information provided by the District’s accountant.

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 8:00 P.M.

By:



Peter (May 9, 2024 18:37 EDT)
Secretary/Assistant Secretary






Draft Meeting Minutes - SMGWSD (02.26.2024) (00721181).DOCX

Final Audit Report

2024-05-09

Created:	2024-05-08
By:	Catherine Bright (cbright@svwpc.com)
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