

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

Monday, September 11, 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 Monday, the 11th day of September, 2023, at 6:00 P.M., via Zoom.

ATTENDANCE

Directors in Attendance Were:

Hans Hultgren, President
Tom Meyers, Secretary
James Jandreau, Asst. Secretary

Absent: Glenn Clark (Absence excused)

Also, in Attendance Were:

Colin B. Mielke; Seter & Vander Wall, P.C.
Chris Oeland, District Employee
Max Napolitano and Angela Kana-Veydovec, Baseline Engineering
Pete Ward, Member 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.

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 meetings held August 14, 2023 and September 1, 2023. After review, and upon motion made, seconded and unanimously carried, the Board approved the minutes from both meetings as presented.

It was noted that the Board held a study session on August 17, 2023, but that no minutes were prepared for the study session. Mr. Mielke confirmed that while meeting notices are required to be posted for study sessions, meeting minutes are not required to be taken for study sessions. However, Mr. Mielke recommended minutes be prepared for future study sessions.

PUBLIC COMMENT

Mr. Pete Ward addressed the Board and expressed his interest in filling the vacant seat on the Board. The Board discussed the vacancy, and upon motion made, seconded and unanimously carried, the Board appointed Mr. Ward subject to confirmation of his qualification to serve as a board member.

SPECIAL MEETING
ITEMS

Brook Drive Sewer Project: The Board discussed the status of the Brook Drive sewer project, noting that the District broke ground a couple days ago. Baseline stated that it is an open construction site of which members of the public should be made aware. Ms. Kana-Veydovec asked for an update on the schedule, and an estimated schedule of seven weeks was provided, subject to weather and site conditions. The Board noted that pipe laying is expected to occur tomorrow.

Baseline Engineering Task Order No. 2(a): Baseline Engineering presented the Board with Task Order No. 2(a) to its Main Agreement with the District. Ms. Kana-Veydovec stated that the new task order is necessary because Baseline Engineering can perform work related to Brook Drive only if the District agrees to waive all liability against Baseline Engineering. This requirement is based on the District's determination to proceed with the project absent compaction testing and other activities that Baseline Engineering believes necessary. The Board noted the emergency nature of this project, and upon motion made, seconded and unanimously carried, approved Task Order No. 2(a) in order to move forward with the Brook Drive sewer project.

Discussion regarding Priority List: The Board tabled discussion on the potential well construction on Alice Road and noted that there are no other priority list updates. Ms. Kana-Veydovec noted that she contacted the state's grants and loans department and believes there may be some loan funding opportunities for the District. This will be discussed at a future board meeting.

Discussion regarding Service Line Maintenance: The Board discussed potential changes to service line maintenance responsibility. Director Hultgren noted that such changes could result in changes to the District's tap and facilities improvement fees. The Board determined to discuss this further at a future board meeting.

Discussion regarding Unauthorized Connections: Director Jandreau notified the Board that he noticed a property owner performing what appeared to be a service line dig on their property, and that he is unaware of any tap permit issued for that property. The Board determined to coordinate with Mr. Oeland to research this issue further.

Discussion regarding Meter Placement: Director Jandreau suggested that future meters should be placed at the curbstop, instead of within homes. It was noted that due to severe climate in the community, placing meters outdoors at the curbstop may not be possible. The Board determined to discuss this issue at a future meeting to identify whether meter placement at the curbstops is a viable option.

Waiver of Fees for Tract F, St. Mary's Subdivision Unit 3: Mr. Mielke reminded the Board that it had approved the waiver of \$678.50 requested by the property

owner, subject to legal counsel's confirmation that it was a situation similar to prior waivers granted by the Board for similarly situated properties. Mr. Mielke informed the Board that this situation is different because the delinquent amounts were not certified to the County Treasurer, and therefore requested the Board consider the request further before granting it. The Board noted that the property was purchased in 2023 and that property owners are required to contact the District for a current balance of past due amounts. This is normally performed by the title company involved in the sale of a property. However, no title company was used in this instance. The Board, upon motion made, seconded and unanimously carried, voted that based on the facts presented, it would grant a waiver of the 2022 availability of service fees and the late fees that have accrued, but that the property owner remains responsible for the 2023 availability of service fees and the transfer fee, which remain outstanding.

Discussion regarding Cause of 2023 Water Freeze: Director Jandreau informed the Board that he asked Ms. Begeman to prepare a letter to the community about what the District believes may have caused the freeze and the potential for future freezes in that portion of the system. The Board noted that more exploration is necessary to determine the cause of the freeze.

Discussion regarding Update to Board Officers: Director Hultgren noted that he has frequent work trips out of the country planned for the remainder of the year that may impact his attendance at board meetings. He recommended another board member fill the president role. The Board determined to set this matter on the next meeting agenda, with the intention of appointing Director Meyers as the Board President and Mr. Ward as Secretary.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 7:30 P.M.

By:



James Jandreau (Oct 5, 2023 20:11 MDT)

Secretary







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Final Audit Report

2023-10-06

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-  Signer jim@jem-fab.com entered name at signing as James Jandreau
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