

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

Monday, June 26, 2023

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 June, 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:

Thomas Meyers, Director
Hans Hultgren, President
Glenn Clark, Treasurer
James Jandreau, Assistant Secretary

Also, in Attendance Were:

Colin B. Mielke; Seter & Vander Wall, P.C.
Bob Orsatti, Anchor QEA
Michael Carrano, District Manager
Amanda Castle, Pinnacle Consulting Group
Christy McCutchen, Community Manager

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. Following review and discussion, upon motion duly made seconded and, upon vote unanimously carried, the agenda was approved as presented.

APPROVAL OF
MINUTES

The Board decided to table the approval of minutes from the May 22, 2023 Regular Meeting; the May 30, 2023 Special Meeting; the June 5, 2023 Special Meeting; and the June 12, 2023 Special Meeting until its next regular meeting.

COMMUNITY
MANAGER'S
REPORT

Ms. McCutchen shared her monthly report with the Board.

FINANCIAL ITEMS

Review and Consideration of Payables: Ms. Castle presented total disbursements for May expenses, totaling \$83,091.05. The Board asked questions regarding invoices from Pinnacle Consulting Group to property owners related to property transfers. Ms. Castle explained that the invoices cover costs related to Pinnacle's work to confirm the status of District accounts with the title company, as well as property taxes and fees.

Ms. Castle noted that Director Clark is the only authorized signer for the payment of claims and bills. She suggested adding another authorized signer. The Board determined to discuss adding another signer at a future board meeting.

Following review and discussion, upon motion duly made seconded and upon vote unanimously carried, the Board voted to approve the payables as presented.

Review Budget vs. Actual Report: Ms. Castle reviewed the budget-to-actual report from January through May with the Board. Ms. Castle began with a review of the General Fund, noting that all legal fees are paid out of this fund, thus making it appear as if the budget has already been exceeded. Ms. Castle is working to split these out into the Enterprise Fund to more accurately depict the District's budget for legal expenses. All other General Fund expenses are within budget.

The Enterprise Fund is also within budget, with a few anomalies related to expenses associated with property transfers, gas and electricity bills, and the ORC Water Professionals contract. Ms. Castle will be looking into these numbers to better understand variables contributing to the overages.

The Capital Projects fund is trending low, and is expected to continue to do so as the District enters into other capital projects.

Following review and discussion, upon motion duly made seconded and upon vote unanimously carried, the Board voted to accept the Budget vs. Actual Report as presented.

Discussion Regarding Loans and Grants: Ms. Castle confirmed that Pinnacle would take responsibility for all tasks related to the 2024 State Revolving Fund, which has a June 30, 2023 deadline. The Board requested that any information being sent to the Revolving Fund be shared with Director Hultgren and Mr. Carrano for review prior to submission.

PUBLIC COMMENT

The Board opened the meeting for public comment.

Charles Opel (a/k/a "Dar") spoke regarding property located 8630 Fall River Road, which has four units. Mr. Opel explained that due to the water issues, his family has had to spend money to install a water system inside the building. He

asked that the Board refund water billing for the three months during which the property did not receive water. Director Hultgren informed Mr. Opel of the Board's efforts to stabilize water supply in the event of disruptions caused by freezing temperatures, but noted that the District does not guarantee continuous service, and thus that the Board would not grant his request.

Ashlyn DelPriore, owner of property at 414 Beaver Road (Lots 635 and 634), requested District approval, in the form of a letter to the County, to combine the lots into a single lot. Mr. Mielke requested that Ms. DelPriore send this information to Pinnacle so that Pinnacle can coordinate with his office and Mr. Oeland to check for any utilities within District-owned easements on either of the lots. Following discussion, the Board moved to conditionally approve the merging of lots, subject to Chris Oeland's confirmation that there are no existing District utilities within those easements and that there is no future need for the District to install utilities within those easements. The motion was seconded and unanimously approved.

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

WATER &
WASTEWATER
SYSTEM
IMPROVMENTS
(Anchor QEA)

Water Systems Improvements Project: Mr. Orsatti updated the Board, explaining that he visited the District to identify areas where the system degraded over the winter, including a culvert by Well #3, which created some settling and sink-hole problems in the access road.

Wastewater Planning Project: Mr. Orsatti is still waiting for the CDPHE to provide him with comments related to this project. Mr. Orsatti is continuing to reach out in an effort to get an answer regarding the approval process with the original site application. Mr. Orsatti also submitted a proposal on the wastewater design construction phase.

Long Range Utility Replacement Plan: Mr. Orsatti provided updates regarding the implementation of activities associated with this finishing this Plan, including the decision by the Board to hire seasonal helpers to locate mainline valves.

Mr. Carrano suggested buying a laptop to enable the data being captured by seasonal workers to be utilized and more accessible to the District. The database includes information relating to valve locations, pipe and valve depths, and other facilities. President Hultgren noted that the information is stored in a spreadsheet and thus that the purchase of a laptop is not necessary and noted he would like to see the data represented in a map identifying the location of these features.

Mr. Orsatti noted that while the District has a good understanding of the wastewater system, it lacks understanding of the water system. He suggests using the Long-Range Plan process to investigate the system and prioritize repairs based on those findings.

Woods Ct. Development Utilities Design: There were no further updates on this project.

Engineering Proposal: Mr. Orsatti introduced Phil Sack, Anchor QEA's proposed project manager for the Wastewater Treatment Plant project for which Anchor QEA submitted a proposal. Director Hultgren stated that this meeting is a regular meeting of the Board and not an opportunity for engineering candidates to make presentations to the Board.

Director Meyers asked Mr. Orsatti whether CGRS's last day on the Phase II Water Project was approaching. Mr. Orsatti said that he was not aware of this, explaining that substantial compliance was done in February and that CGRS has developed a punch-list, which they are working on.

DISTRICT
MANAGER ITEMS

Manager's Report: Mr. Carrano shared his written report, noting that there is no update on the 2023 water freeze. Director Hultgren explained that there are five or six different possibilities for the freeze that are being investigated. He further noted that a dig had been completed on an isolated area at the top of the freeze, resulting in a thaw of the line and subsequent water flow to the rest of the system.

Director Hultgren also noted that a recent valve replacement project was executed within a day, reducing the amount of time that the system was offline.

ORC's Report: Gabby Begeman shared her written report, stating that Well #3 is back in service, thus creating redundancy that should reduce the impacts of service disruptions in other wells. She also provided updates related to Well #5, suggesting the installation of a storage tank near Well #5. In terms of Well #2, she indicated that ORC is investigating re-drilling Well #2 in a different location.

In terms of the Distribution System, the pH probe at the booster station needs to be reinstalled, and a leak in the piping at the booster station needs to be repaired. She believes this is due to a leak on the Winterland side. ORC is exercising valves and inspecting PRV vaults.

The Wastewater Treatment plant is running relatively well. Ms. Begeman noted sewage fanning out at the WWTP and assured the Board that she will continue to research the most effective ways to keep wastewater from fanning out beyond the desired boundaries.

She suggested waiting for state guidance on what the District should do with the wastewater treatment plant before committing to an engineering firm. As of the meeting, State guidance has yet to be received/distributed to ORC or the Board.

LEGAL ITEMS

Ratification of Revised Lease Agreement with St. Mary's Glacier Metropolitan District ("SMGMD"): Mr. Mielke informed the Board that he corrected a discrepancy between the description in the Metro District Lease for the two bays, to ensure the description matched with Exhibit B of the Lease. Following review and discussion, upon motion duly made seconded and, upon vote unanimously carried, the Board voted to ratify the lease agreement with the

corrected description of the leased premises.

The Board asked whether it could install a telephone line in the space it will be renting from the Metro District. Mr. Mielke noted he would research this issue and provide the Board with an answer at a future meeting.

Consider proposals for engineer services for Wastewater Treatment Plant Project: Mr. Mielke reviewed the two engineering proposals received by the District, one from Anchor QEA and one from Baseline Engineering. Following review and discussion, upon motion duly made, seconded and, upon vote unanimously carried, the Board voted to engage Baseline Engineering and to further negotiate the scope of work. Mr. Sack noted his disappointment with the Board's decision.

Review requests to combine Lots 33 and 34 (St. Mary's Subdivision, Unit 1) and Lots 22 and 23 (Winterland Subdivision Unit 1): Following review and discussion, upon motion duly made seconded and, upon vote unanimously carried, the Board voted to approve these requests, subject to Mr. Oeland's confirmation that the District does not have any existing utilities within applicable easements and that it is not expected that the District will need the easements for future utilities.

Update regarding 2023 conditional water rights due diligence activities: Mr. Mielke informed the Board that he has been in touch with Fritz Holleman, who is the water rights attorney preparing the necessary documentation related to the District's renewal of conditional water rights. Once Mr. Mielke has reviewed this information, it will be filed with the court. Downstream parties will then be entitled to an objection period. Following the close of the objection period, and assuming there are no serious objections, the conditional water rights are expected to be reestablished for another five years.

Update regarding research related to request to waive fees for 369 Beaver Road: Mr. Mielke updated the Board on the status of a request from Lyle Ricker, the owner of 369 Beaver Road, for a waiver of fees charged to that property during the beginning of 2023. Mr. Mielke informed the board that two different liens have been asserted against the property, one of which has not been released. Mr. Mielke is in contact with the County Treasurer to get additional information regarding the unpaid lien before a final approval of the waiver is processed. Legal counsel is also still working to confirm whether the situation is adequately similar to an approval granted earlier by the Board to confirm whether the waiver of the fees should be effectuated.

DIRECTOR ITEMS

Well construction at Alice Road: the Board decided to table this discussion item until its next meeting.

Priority list updates: the Board did not have any updates at this time.

Engineering map updates: the Board did not have any updates at this time.

Subcommittee updates: the Board did not have any updates at this time.

PUBLIC COMMENT

The Board opened the meeting for public comment.

There being no public comment, the public comment portion of the meeting was closed.


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 7:45 P.M.

By:


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

Secretary







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Final Audit Report

2023-08-16

Created:	2023-08-15
By:	Catherine Bright (cbright@svwpc.com)
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2023-08-16 - 4:35:31 PM GMT- IP address: 172.58.60.129
-  Signer tmeyers79@yahoo.com entered name at signing as Thomas Meyers
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-  Document e-signed by Thomas Meyers (tmeyers79@yahoo.com)
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