

STEAMBOAT LAKE WATER AND SANITATION DISTRICT

Minutes for May 19, 2025 Board Meeting

- 1) Call to Order. The meeting was called to order at 6:30 pm by Director Standish.
- 2) Roll Call, Confirmation of Quorum. Directors present: Jim Standish, Matt Barnard, Brandon Stone, Wendy Powell and Trent Connor. Prince Holley attended by phone. A quorum was confirmed.

Also present: Ellen Standish, Administrative Assistant
Beverly Holley, new Administrative Assistant
Gilbert Anderson, WWTP Operator
Scott Smith, Water Operator

- 3) **Changes to/Approval of Agenda.** Director Barnard moved to approve the agenda. Director Stone seconded. The agenda was approved unanimously.
- 4) **Review & Approval of Board Minutes from April 7, 2025.** Director Connor moved to approve. Director Barnard seconded. The motion passed unanimously.
- 5) **Public Comment Period.** N/A
- 6) **Statutory/Regulatory/General Business**
 - a) Introduction of new administrative assistant.
 - i) Beverly Holley was introduced to the board and operators.
 - b) Swearing in of re-elected directors and new director.
 - i) Directors Barnard and Connor were re-elected to the board and sworn in. Director Holley was not present and will be sworn in at the June meeting. New Director Powell was elected to the board and sworn in.
 - ii) The directors discussed who will be President. Director Powell volunteered to be the President.
 - c) CDC Engineering Updates.
 - i) No updates to report.
 - d) JVA Engineering virtual introduction.
 - i) The JVA Engineering team introduced themselves and briefly discussed the new Master Plan they will be working on. They also said that they will be putting together a new Continuous Improvement Plan (CIP)
 - (1) JVA had a question-and-answer session with the district board and operators. The items that were discussed were:
 - (a) A shut-off valve for the water tanks;
 - (b) I & I issue from seasonal snowmelt;
 - (c) Additional storage for biosolids;
 - (d) Remote monitoring and control;
 - (e) Slip lining sections of CR 129.

- (f) Getting approval from the County Planning Department for a second entrance at the WWTP. JVA said that an environmental assessment should be done.
 - e) Videotaping of the west side sewer lines.
 - i) The board decided to cancel the videotaping. The spring snowmelt came earlier than expected and it was too late to catch the peak runoff.
 - ii) The eastside sewer lines were videotaped a couple of years ago. The directors did not think that the westside sewer lines would be any different than the eastside sewer lines.
 - iii) The board will be looking at funding for replacing sewer lines in the next few years.
 - f) Improve the water tank callout system at Lot 78.
 - i) The directors decided to do away with the phone line and use Internet instead.
 - ii) Ellen was asked to contact Luminare and get a price for Internet at Lot 78.
 - iii) The directors requested Marcus to attend the June meeting.
 - g) Revise the 2016 Exclusion regulation.
 - i) The directors need to review the section and determine if it can be revised to make it less cumbersome.
 - h) Revision of R & R Section 6 Rates & Collection Procedures.
 - i) Director Standish presented the final draft of the regulation for approval.
 - (1) Habitual delinquent accounts will be forwarded to the Routt County Treasurer as tax liens.
 - ii) Director Barnard moved to approve the revision. Director Stone seconded. The motion carried unanimously. Ellen was directed to post the revision in the R & R section on the district website.
- 7) **Financial**
- a) Monthly Transaction Review, Approval
 - i) Director Barnard motioned to approve. Director Stone seconded. The motion was approved unanimously.
 - b) Monthly Aging Review
- 8) **Adjournment:** Director Standish moved to adjourn at 8:30 pm. Director Barnard seconded. The motion was approved unanimously.

Next Meeting: June 16, 2025