

Steamboat Lake Water and Sanitation District

Minutes for 09/21/ 2020 Board Meeting

North Routt Fire Station #2 – 61915 RCR 129

CALL TO ORDER. The meeting of the Board of Directors of the Steamboat Lake Water and Sanitation District was called to order by Director Standish at 6:10 pm.

ROLL CALL. *Directors Present:* Suzy Chase, Jim Standish, Prince Holley
Not Present: Jackie Johnson, Steve Helm

Also Present: Rose Lynn Scott, Jill Johnson, Homeowners
Ellen Standish, Administrative Assistant

ADDITIONS TO AGENDA. None

Rose Lynn Scott’s request to consolidate lots. Ms. Scott stated that she decided that she only wanted to consolidate Lots 331, 332, and 333, and not 334. She requested that the spreadsheet and letter she had been sent be revised to show that Lot 334 was deleted from her consolidation request. She asked what she needed to do next in the process. Director Standish advised her as to the steps required by the County Planning Department. Ms. Scott again questioned the Board as to when the District had started charging an assessment for consolidating lots. Ms. Scott questioned whether that information was in previous meeting minutes. Director Standish explained that there was a gap in the posted Meeting Minutes from March 2020 to July 2020 due to several factors: the District website host changed, which led to a time period when no changes to the website could be made; Covid-19 gathering restrictions resulted in no board meeting being held in March; and the District underwent some staffing changes during that time. He stated that Ellen was working on posting the missing minutes. Director Chase and Ellen said they would provide Ms. Scott with the available minutes.

Jill Johnson, homeowner of Lots 340 and 341 on Beaver Canyon Drive questioned the consolidation of her lots. Ms. Johnson stated that she was considering consolidating her two lots. She questioned why the District has started assessing fees for consolidation. Director Standish explained that by allowing the consolidation of lots on the water and sewer system for free, the District was losing monies it received from these vacant lots to help pay off the Sewage Treatment Plant’s construction bond. This indebtedness is shared by all property owners with lots on the system, and it would be unfair to everyone else if individuals were able to consolidate their vacant lots without paying for their share of the outstanding debt. After consulting with the District’s engineer and lawyer, it was determined that it is entirely legal for the District to require a property’s indebtedness to be paid up front before the district would approve any lot consolidation.

APPROVAL OF PREVIOUS MEETING MINUTES. Director Chase made a motion to approve August’s Meeting Minutes. Director Holley seconded. The motion was unanimously approved.

PUBLIC COMMENT. None.

Change Monthly Meeting time: Director Standish asked the Board Members if the monthly meeting time could be moved to 6:30 pm, in order to allow members coming from work in town

more time to get to the meetings. Director Hollis made a motion to change the meeting time. Director Chase seconded. The motion was unanimously approved.

NEW BUSINESS

Financials. The Board reviewed the Monthly Transactions, the 2020 P & L and Balance Sheet, and the Monthly Aging Report. The Aging Report looked satisfactory, with no new properties in serious arrears on their fees.

Balogh property. The issue of the Balogh property being in arrears was discussed. The property has been liened and the notice was sent to Mr. Balogh. However, it was learned that the house was in his ex-wife's name, so she may have not been notified of the lien. Nonetheless, although still significantly in arrears, Mr. Balogh has made some payments towards the debt.

Hollis Hanson property in arrears. The property has been liened. No payments have been made since September 2019. Director Holley made a motion that the District should request that Ms. Hanson make some payments. He said that because of Covid-19, many people have been adversely affected financially, so the payments requested should be reasonable. Director Chase seconded. The Board unanimously approved the motion.

Water Meters and GIS Equipment Purchase. With certain homeowners observed to have been excessively watering their turf during this summer's drought, Director Chase brought up the need to have water meters installed in the District. Previously, the District engineer had advised that meters would not be cost-effective for a small district like ours. However, grants may be available to help with the costs. The meters would best be placed at the curb stops, but the location of many curb stops is unknown. A suggestion was made that the District budget for purchase of GIS equipment in 2021. DOLA requires a 50% match on their grants, so the District would need to find additional funding sources. More investigation of grant sources needs to be done. The Directors decided to table the subject until 2021.

Director Standish motioned that the Financials be approved. Director Holley seconded. The financials were unanimously approved.

Stacy Turek Lot Consolidation. Ellen sent the consolidation letter to Ms. Turek. Colin at Scott Colby's office reported that Ms. Turek's check had been received. Director Standish stated that Director Johnson had spoken with the County Assessor and Director Johnson thought that the District should not charge fees in this case, as the consolidated lots are not on the developed water & sewer system. Because the lots are being consolidated into a parcel greater than 5 acres, the District would actually receive more in tax dollars than they do from the individual lots. Director Standish motioned to investigate the matter further, but approve the consolidation in the meantime. Director Chase seconded. The motion passed unanimously. Ellen was directed to contact Colby's office to hold the check until a response to Ms. Turek could be drafted.

Lot Consolidation Letter template. Steamboat Lawyers Group had previously drafted an "Exclusion from the District" letter template. With the recent influx of lot owners requesting to consolidate their lots, the Board will direct the lawyers to draft a "Lot Consolidation" letter

template which includes the legal justifications for the district to access fees for lot consolidations. As learned from the Scott and Turek requests, each case may be different and the Board needs to have legal guidance.

Corey Crawford request to tap only into District water line. After Luminare's contractor accidentally hit a manhole near the intersection of West Wind Place and Golden Tide, it was discovered that the District's water line may extend further south down Golden Tide than originally thought. This would make it more feasible for Mr. Crawford to tap into district water service. In the past, the District has required lot owners to tap into both water and sewer – not just one or the other. Director Holley suggested that – reviewed on a case by case basis – the District allow lot owners with 5+ acres to tap into just the water system. Per county regulations, these larger lots could install their own septic fields. Director Chase motioned to allow Corey to tap into the District's water only. Director Holley seconded. The motion was unanimously approved. Ellen was directed to instruct Scott Smith and Jon Subr to locate where the water line ends on Golden Tide. Ron Dvorak has advised the District to allow the Crawford tap and requested we install a hydrant where the main ends.

Graham Owens lot on St. Louis Place. Currently there is no direct access to water or sewer on St. Louis Place. Mr. Owens thinks he can run lines through his neighbor's side utility easement to obtain water and sewer from lower Beaver Canyon Drive. Director Standish had talked with the district's engineer, Ron Dvorak, regarding running water lines through side utility easements. Dvorak discouraged allowing this for several reasons. Instead, Ron recommended that the District consider running water and sewer down Venus Place in order to accommodate up to 16 future customers. Mr. Owens could then pay to have those lines extended to his property on St. Louis Place. The Directors decided to table this until all the Directors are present.

Replacement for Merrick and Associates. With Ron's impending retirement, it was brought up that finding a replacement for Merrick should be a high priority for the district. Ellen was tasked to contact Mary Andre about the status of her firm's interest in becoming our new engineers.

New Water Restriction Signage. Director Standish suggested that the current water restriction notice, which consists of a laminated letter-sized page posted at the subdivision entrances, is inadequate. He showed the board members a large reflective metal sign that he had a sign company produce for a County building and suggested the District could obtain a similar, more visible sign to post at the subdivision entrances. The other Board members thought it was a good idea. Director Standish will create a mock-up for such a sign and discuss it at the next meeting.

Status of Water Tank Cleaning. Ellen reported that the contractor had cleaned two of the tanks, but were unable to clean the third tank because it was below the ground level. Scott Smith was supposed to contact Jon Subr to have him install risers to bring up the top of the tank above ground. Ellen was directed to contact Scott to get a status on that action.

Adjournment of Meeting. Director Standish motioned to adjourn the meeting at 7:25 pm. Director Holley seconded. The Board unanimously voted to adjourn.

Next meeting will be October 19, 2020 at 6:30 pm.