

STEAMBOAT LAKE WATER AND SANITATION DISTRICT

Minutes for October 18, 2021 Board Meeting Zoom Meeting

1. **Call to Order.** The meeting was called to order by Director Barnard at 6:40 pm.
2. **Roll Call, Confirmation of Quorum.** Directors present: Jim Standish, Jackie Johnson, Prince Holley and Matt Barnard. Directors absent: Michelle Wilson. A quorum was established.

Also present: Mary Andre, CDC
Ellen Standish, Administrative Assistant

3. **Changes to/Approval of Agenda.** Director Holley moved to approve the Agenda. Director Barnard seconded. The motion was approved unanimously.
4. **Review & Approval of Board Minutes from September 20, 2021.** Director Holley moved to approve the September 20th meeting minutes. Director Johnson seconded. The minutes were approved unanimously.
5. **Public Comment Period.** N/A
6. **Statutory/Regulatory/General Business**
 - a. **Contractor COVID staffing issues.** Our contractor's crew tested positive for COVID-19, which forced him to cancel or limit the work he was able to do.
 - 1) **Hydrant replacement.**
 1. Our engineer identified hydrants on Upper Neptune and Longfellow to be replaced first. The Board thought that replacement should be moved to spring 2022 projects, with the project being put out for bid in January 2022.
 - 2) **Tank Riser**
 1. The tank manufacturer requested a purchase order and a delivery address. Since our accountant does not issue purchase orders, the Board requested that Ellen contact him and have them cut a check. The Board discussed where the riser should be delivered.
 2. The electrical line for the tank telemetry runs across the top of the tank. Ellen was asked to contact our water operator and have him hire an electrician to relocate the line.
 - 3) **Water/sewer taps**
 1. The Board discussed a lot owner on Beaver Canyon who had started to develop his lot. He had talked to our contractor about doing the tap. Because of his crew being out due to COVID-19, our contractor said he was unable to do the excavating. He asked the District if the lot owner could use another excavator to dig the

trenches. Our contractor would do the tap and our water operator would inspect the tap. Ellen pointed out that the lot owner had not applied for a tap permit or paid his tap fee. Director Standish relayed this information to our contractor.

b. Guest Well pressure switch

1. The Controls contractor has been out of town, so there are no updates on the pressure switch.

c. Telemetry for tanks.

1. Our Water operator said that the radio has not arrived yet because of shipping delays.

7. Financial

a. Monthly Transaction Review, Approval.

1. Director Holley motioned to approve the monthly transactions. Director Johnson seconded.

b. Monthly Aging Review, Actions

1. The Board discussed the overdue accounts. Ellen was directed to ask our accountant whether any payments had been received.

c. Preliminary 2022 budget discussion

1. 2022 projects. The Board discussed 2022 projects and went through line items on the proposed budget. Preventative maintenance will be added as a line item on the budget.

8. Old Business Not Previously Addressed

- a. Ellen reported that our Water Operator had finished flushing the fire hydrants.

9. Next meeting – November 15, 2021

10. Adjournment – Director Standish motioned to adjourn the meeting at 7: 37 pm. Director Johnson seconded. The motion to adjourn was unanimous.