

STEAMBOAT LAKE WATER AND SANITATION DISTRICT

Minutes for November 15, 2021 Board Meeting Zoom Meeting

1. **Call to Order.** The meeting was called to order by Director Standish at 6:33 pm.
2. **Roll Call, Confirmation of Quorum.** Directors present: Jim Standish, Prince Holley, Matt Barnard and Michelle Wilson. Directors absent: Jackie Johnson. A quorum was established.

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

3. **Changes to/Approval of Agenda.** No changes to the agenda.
4. **Review & Approval of Board Minutes from September 20, 2021.** Director Barnard moved to approve the October 18th meeting minutes. Director Standish seconded. The minutes were approved unanimously.
5. **Public Comment Period.** N/A
6. **Statutory/Regulatory/General Business**

- a. **Tank Riser update.**

1. The riser arrived on 11/15/21. Director Standish and Ellen met the delivery driver at the intersection of CR 129 and Neptune Place. They directed him to the Guest well, where the riser was unloaded and moved to the back of the well house. It will be stored there until it can be installed on the water tank in early summer 2022.

- 2) **Water/sewer taps**

1. The alternate excavator that dug the water and sewer line trenches for the tap on Beaver Canyon ran into many difficulties, which shut down the road for over a week.
2. Because of this, two other property owners that requested taps were notified that no further taps could be done until May 2022.
3. The Board voted that in the future, no exceptions would be made for taps after October 15th.

- b. **Guest Well pressure switch**

1. SYCON, the District's controls contractor, submitted proposals for two options for the pressure switch. One option included a notification system to the Water Operator. The other option did not. The Board decided it would be better to have the notification system. Director Standish motioned to go with that option. Director Holley seconded. The motion was approved unanimously.

c. Telemetry for tanks.

1. The radio arrived, and the owner of SYCON, our controls contractor, installed it. The system still did not function properly. The controls contractor thought the problem was with the antenna, and ordered a new one. Once the antenna arrived and was installed, the system operated properly.

d. Luminate fiber lines for District equipment

1. Directors Holley and Barnard met with Luminate representatives to learn about how installing fiber lines at our facilities would be useful. They reported what they had learned at the meeting.
2. The Board discussed going forward with installing fiber. They decided that they needed to get hard numbers from Luminate and a quote from SYCON for integration into our system. Director Holley motioned to go forward with getting hard numbers. Director Barnard seconded. The motion was approved unanimously.

7. Financial

a. Monthly Aging Review, Actions

1. Director Standish asked Ellen if our accountant had responded back on payments on accounts that were in arrears. Ellen said that a certified letter and shut off notice had been sent to the owner of a property on Saturn Court. Ellen reported that the other property owner that was over \$1200 in arrears had made a payment.

b. Update on Accountant setting up Enterprise Accounting System

1. Ellen had emailed the manager of the Timbers WSD and inquired about their Enterprise system. She hadn't set it up, but forwarded their financials to our accountant to review.
2. Our accountant reviewed the Timbers financials, but didn't see anything different from the SLWSD's financials. Ellen was then directed to contact the manager of Morrison Creek. Director Standish knew that they had set up an Enterprise system and might be of assistance.

c. Preliminary 2022 budget discussion.

1. Status of changes proposed at last meeting to the budget. The Board went over the numbers again and made some changes. Director Standish will submit the revised budget to Scott Colby for finalization.

8. Old Business Not Previously Addressed

a. Water Rights Attorney working with Engineer on Due Diligence.

1. Mary Andre stated that they were working on updating the previous engineer's Water Master Plan.

2. She also said that the Water Rights Attorney was going to meet with District Water Engineer Light and request an extension for submitting required documents.
9. Next meeting – December 13 (finalize budget)
10. Adjournment. Director Standish motioned to adjourn the meeting at 8:00 pm. Director Holley seconded. The motion to adjourn was approved unanimously.