

STEAMBOAT LAKE WATER AND SANITATION DISTRICT

Minutes for February 21, 2022 Board Meeting Zoom Meeting

- 1) **Call to Order.** The meeting was called to order by Director Standish at 6:31 pm.
- 2) **Roll Call, Confirmation of Quorum.** Directors present: Jim Standish, Prince Holley and Matt Barnard. Unexcused Absent: Jackie Johnson, Michelle Wilson. A quorum was established.

Also present: Resident Brandon Stone
Mary Andre, CDC
Ellen Standish, Administrative Assistant

- 3) **Changes to/Approval of Agenda.**
- 4) **Review & Approval of Board Minutes from January 17, 2022.** Director Barnard moved to approve the January 17th meeting minutes. Director Holley seconded. The minutes were approved unanimously.
- 5) **Public Comment Period.** N/A
- 6) **Statutory/Regulatory/General Business**
 - a) **Appointment of new Director.** Director Johnson resigned from the Board in January. Brandon Stone indicated his interest in getting on the Board. The Board voted to appoint Mr. Stone as the replacement for Director Johnson. The motion was approved unanimously. Mr. Stone took the Oath of Office and was sworn in.
 - b) **Post Mortem of Water Main break at the Guest well.**
 - i) **Communication to the Public during the break.** Mary and Director Standish commented that they thought the frequent communications by Ellen, both on Facebook and group emails, were very helpful in keeping the public informed. We received several positive comments from District members regarding Ellen's communication updates.
 - ii) **Factors affecting the response time.** It was late in the evening when the Water Operator received a low water callout and discovered the break near the Guest Well. He did not have a metal detector or a valve key with him, otherwise he might have been able to locate the nearest shutoff valve and isolate the leak. Subsequently, Director Standish authorized the water operator to purchase a metal detector in order to isolate leaks quicker in the future.
 - iii) **Factors affecting slow return of water service.** After the loss of water in the lines, the Lot 78 well had no head pressure to pump against. The Water Operator had to gradually increase the flow. This meant that the lines and the tanks were filled much more slowly than if the well had been able to pump at full capacity. In addition, since the break was near the Guest Well, the Lot 78 well carried the full burden of recharging the tanks.

Mary Andre suggested adding a back pressure sustaining valve to solve the issue, as well as an automatic reset switch for the Guest Well's breaker. Directors Holley and Barnard agreed that these would be good to install, but recommended later discussion and research. The items will be added to next year's Continuous Improvement Plan (CIP).

c) Status of Guest Well pressure switch:

- i) Marcus refreshed the proposal. Ellen pointed out that her name was on the signature line, and that Marcus had gone on vacation. The proposal was set to expire before Marcus would return. Director Barnard proposed to approve Ellen to sign the proposal. Director Holley seconded. The motion was approved unanimously.

d) Water Augmentation Plan and Conditional Water Rights (March 2022)

- i) **Schedule Work Session with Water Rights Attorney.** Our Attorney requested an executive work session with the Board to discuss the District's Conditional Water Rights and options for water augmentation for the District.
- ii) **Vote to hold Executive Session with Water Rights Attorney.** Director Barnard motioned to hold the Executive Session either on the 7th or 8th of March. Director Holley seconded. The motion passed unanimously.

e) Video sewer lines along CR 129.

i) CDC submitted a proposal for managing the video project.

- (1) Director Holley questioned Mary about what the \$7500 in the proposal covered. She named several management activities, including putting together a bid package for videoing the lines.
- (2) Director Holley voiced his concerns that going out for bids would take too long, and we might miss the window in the spring to video the lines during peak runoff. He motioned to go with Action Drain, since their bid was the least expensive and the District had used them before. Director Barnard seconded. The motion was passed.
- (3) Mary was asked to coordinate the videoing project with our excavator & Action Drain, and to remove going out for multiple bids from CDC's proposal.

f) Add a second entry at the Sewer Plant.

- i) **CDC research on adding a second entry.** CDC spoke with several entities and gathered information on what would be involved in adding the second entry. They compiled the information in an email to the Board. After reviewing the email, the Board agreed that a work session was needed.
- ii) **Vote to schedule a work session.** Director Barnard motioned to hold a work session to discuss the intricacies of the project. Director Holley seconded. The motion carried. The work session will be held in April, the date TBD.

7) **Financial.**

a) **Vote to hold an Executive Session to discuss the Financials.**

- i) Director Barnard motioned. Director Holley seconded. The motion was approved unanimously. Mary Andre was excused from the meeting, and the Board entered Executive Session at 7:20 pm to discuss the monthly financials.

b) **Monthly Transaction Review, Approval**

c) **Monthly Aging Review, Actions**

- d) **End of Executive Session.** The Board exited Executive Session at 7:35 pm and resumed the normal monthly meeting.

8) **Old Business Not Previously Addressed.** None.

9) **Next meeting** – March 21, 2022

10) **Adjournment.** Director Barnard motioned to adjourn the meeting at 7:40 pm. Director Holley seconded. The motion was approved unanimously.