

STEAMBOAT LAKE WATER AND SANITATION DISTRICT

Minutes for May 16, 2022 Board Meeting

- 1) **Call to Order.** The meeting was called to order by Director Standish at 6:35 pm.
- 2) **Roll Call, Confirmation of Quorum.** Directors present: Jim Standish, Prince Holley, Matt Barnard. Directors absent, excused. Brandon Stone. A quorum was established.

Also present: Pat Adams, Resident
Mary Andre, CDC
Ellen Standish, Administrative Assistant

- 3) **Changes to/Approval of Agenda.** None.
- 4) **Review & Approval of Board Minutes from March 21, 2022.** Director Barnard moved to approve the April 18, 2022 meeting minutes. Director Holley seconded. The minutes were approved unanimously.
- 5) **Public Comment Period.** Pat introduced himself and gave a brief history of how he came to be in the Willow Creek Pass subdivision. He stated that he came to the meeting because he is interested in what is happening with the District.
- 6) **Statutory/Regulatory/General Business**
 - a) **Status of 2022 projects.**
 - i) **Status of Guest Well pressure switch:** Marcus said that he received the equipment. He is going to do the installation and programming on May 18th and 20th.
 - ii) **Video sewer lines along CR 129.**
 - (1) **Action Drain completed jetting and videoing of the lines.** The initial report from Action Drain was that the sewer lines on the east side of CR 129 will need to be replaced due to deterioration. Some sections of pipe along CR 129 have been slip lined. There are some places where standpipes were installed instead of manholes. Mary said that CDC could look into options other than installing manholes.
 - (2) **Replacement of sewer lines and Treatment Plant digester.** The Board agreed that replacement would need to be done in two years.
 - b) **Add a second entry to the Sewer Plant.**
 - i) **Second entry design meeting.** The Directors and CDC will meet at the Plant at 6:30 pm on June 6th to discuss design options. Ellen was asked to invite the Sewer Plant Operator to the meeting.
 - ii) **Build up existing driveway.** Director Barnard said that he was waiting for the gravel pit to open before meeting with NRX. He thought that geofabric and 6" of material would be needed to build up the driveway.

- c) **Fire Hydrant Replacement Project.**
 - i) **Inc 8's labor estimate.** The Board approved the estimate. Ellen emailed Jon to request that he replace the Pac States hydrant at the intersection of Neptune and Saturn Court with the Mueller hydrant the District has stockpiled.
 - ii) **Hydrant availability.** Ellen contacted the Mueller and Waterous distributors. The Mueller sales rep told her that no hydrants are available anywhere in their system. Lead time in getting them would be 24 – 30 weeks. The Waterous sales rep said they had several 7'6" and several 9'6" hydrants in stock. They could order several more 7'6" hydrants. The lead time is 20 weeks. Director Holley motioned to go with the Waterous hydrants. Director Barnard seconded. The motion was passed unanimously.
 - iii) **Out of Service tags.** Mary said that the hydrants that are out of order need to have Out of Service tags. Ellen was directed to request those with the hydrant order.
 - d) **Special District Association (SDA) Webinar on Funding Water & Wastewater projects under the State Revolving Fund.** Director Holley and Ellen attended the Webinar. They learned that there are various funding opportunities available. The State is expanding the qualifications to be considered a disadvantaged community. Director Holley said he will look into it.
 - e) **Guest Well motor issue.** Our Water operator notified Ellen that the motor on the pump had stopped running. He contacted BJ Pump to take a look at it and determine the cause.
- 7) **Financial. The Board went into Executive Session at 8:19 pm.** The guest and our engineer were excused from the meeting.
- a) **Monthly Transaction Review, Approval**
 - b) **Monthly Aging Review, Actions.**
 - i) Saturn Court homeowner account in arrears. The account had been turned over to the County Treasurer for back taxes at the beginning of the year. The account is also in arrears for the first & second quarters of 2022. Ellen was asked to contact Katrina Spivey at the Treasurer's office to find out how much of the debt is being handled by the County.
 - ii) Neptune Place homeowner account in arrears. The homeowner was sent a certified letter stating that they need to contact our accountant within 10 days of receipt to set up a payment plan. If that was not done, their water would be shut off on May 28th.
 - c) **Board discussion of increasing fees.** The Directors discussed how they could get more money to fund major infrastructure projects. They discussed increasing tap fees and raising quarterly fees. A special assessment fee was also discussed. Ellen was asked to contact our attorney to find out if we, as a special district, could do that.
- 8) **Old Business Not Previously Addressed.** None.
- 9) **Next meeting** – June 20, 2022 at Fire Station #2
- 10) **Adjournment.** Director Standish motioned to adjourn the meeting at 8:15 pm. Director Holley seconded. Meeting adjourned.