

# STEAMBOAT LAKE WATER AND SANITATION DISTRICT

## Minutes for August 15, 2022 Board Meeting

- 1) **Call to Order.** The meeting was called to order by Director Standish at 6:38 pm.
- 2) **Roll Call, Confirmation of Quorum.** Directors present: Jim Standish and Matt Barnard. Prince Holley attended by phone. Directors absent excused: Brandon Stone. A quorum was established.

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

- 3) **Changes to/Approval of Agenda.** Director Barnard approved the agenda. Director Holley seconded. The agenda was approved unanimously.
- 4) **Review & Approval of Board Minutes from July 18, 2022.** Director Barnard moved to approve the August 15, 2022 meeting minutes. Director Standish seconded. The minutes were approved unanimously.
- 5) **Public Comment Period.** N/A
- 6) **Statutory/Regulatory/General Business**
  - a) **Status of 2022 projects.**
    - i) Create a new entry to the Sewer Plant.
      - (1) Have a survey done to determine if the area north of the fenced in area is within the 3.7-acre easement. Ellen was asked to contact Walter with 4 Points Surveying.
    - ii) **Fire Hydrant Replacement Project.**
      - (1) Delay of delivery of remaining five hydrants. Ellen spoke with the Waterous sales rep and found out they are delayed to the end of August.
      - (2) Out of Service hydrant tags. The tags finally came in to the vendor and have been shipped.
      - (3) Inc 8's operator shortage. Jon said they will start installing hydrants on August 15<sup>th</sup>. Ellen was asked to contact Jon to confirm that date.
    - iii) Upsize water tank lines. Mary is waiting on information from 4 Points Surveying. They have not gotten the locates for the valve at the intersection, valves at the tanks, and the sewer lines.
    - iv) **Tank hatch riser extensions.**
      - (1) Move the electrical line from the top of the middle tank. Our Water Operator took care of it.
      - (2) CDPHE approval of drawing from Shawcor for additional tank hatch risers. Mary said they were similar enough to the previous tank riser, and CDPHE had approved that one. She could redline the shop drawing, PE stamp it, and send it back to Shawcor. She then would include them in the comments of the

construction document that she sends to CDPHE. Director Barnard motioned to have Mary do that. Director Holley seconded. The motion was approved unanimously.

(3) Installation of risers. The Board agreed that for safety reasons the Water Operator should get help with the installation. Ellen was directed to tell him to get help.

(4) Tank cleaning. The divers have been scheduled for October.

**b) Guest Well motor issue.**

i) Director Stone's contact with YVEA.

(1) YVEA came out and checked the connection to the electrical box. Everything was fine on their end.

ii) Water Operator's conversation with the Treatment Plant Operator

(1) He talked to our Treatment Plant Operator about the problem. He suggested replacing the VFD with a starter, because it is simpler and cheaper.

(2) It was also suggested to have Marcus change the setting on the VFD to auto reset instead of manual reset. The Board and Mary agreed that this option should be tried first before replacing the VFD.

**c) Hire a locator to do 811 locate requests.**

i) Conversation with Underground Utility Locates.

(1) Ellen spoke with the Locator. She declined because of the distance to Clark and the age of the water and sewer lines.

ii) Conversation with our Water Operator.

(1) Our Water Operator said that he might be able to do the locates. The board would have to determine appropriate compensation.

**d) Have the District's historical documents scanned.**

i) Contact a company to do the scanning.

(1) Director Stone contacted VRC in Denver and got a quote.

(2) The district will need a cloud-based platform to host the documents

(3) The Board agreed to have the documents scanned. The cost for the platform will be included in the 2023 budget.

(4) Director Holley said he could drop off the documents to the company in Denver.

**7) Financial.** Our engineer was excused from the meeting.

**a) Monthly Transaction Review, Approval**

**b) Monthly Aging Review, Actions.**

i) Property owner on Saturn Court is still in arrears. The property owner on Neptune Place made a payment covering two quarters.

ii) Other accounts in arrears have not been paid. The Board agreed that those seven properties will be sent shut-off letters.

**8) Old Business Not Previously Addressed.**

**a) District Water Augmentation.**

- i) Waiting for CDC answers. CDC is waiting for proposal from Michael at Colorado River Engineering.
- ii) Work Session. The Directors agreed that they should have a work session with Mary when Director Stone is in town.
- iii) Director Stone has been working with Mary and our Water Attorney.

**9) Next meeting – September 19, 2022**

**10) Adjournment.** Director Barnard motioned to adjourn the meeting at 7:51 pm. Director Holley seconded. Meeting adjourned.