

# STEAMBOAT LAKE WATER AND SANITATION DISTRICT

## Minutes for September 19, 2022 Board Meeting

- 1) **Call to Order.** The meeting was called to order at 6:36 pm by Director Standish
- 2) **Roll Call, Confirmation of Quorum.** Directors present: Jim Standish, Matt Barnard, Prince Holley, and Brandon Stone. A quorum was established,  
  
**Also present:** Mary Andre, CDC  
Claire Sollars, Water Rights Attorney  
Ellen Standish, Administrative Assistant
- 3) **Changes to/Approval of Agenda.** Director Standish motioned to move our Water Rights Attorney to the beginning of the agenda. Director Stone seconded. The agenda was approved unanimously.
- 4) **Old Business Not Previously Addressed.**
  - a) District Water Rights The Board went into Executive Session and discussed possible actions to take with our Water Attorney.
- 5) **Review & Approval of Board Minutes from the August 15, 2022 meeting.** Director Stone moved to approve the August 15, 2022 meeting minutes. Director Holley seconded. The minutes were approved unanimously.
- 6) **Public Comment Period.** N/A
- 7) **Statutory/Regulatory/General Business**
  - a) **Status of 2022 projects.**
    - i) Create a new entry to the Sewer Plant.
      - (1) Ellen to contact Walter Magill again about survey of the area.
    - ii) Fire Hydrant Replacement Project.
      - (1) Status of delayed five hydrants and Out of Service Tags. No word from Dana Kepner Company.
      - (2) Inc. 8 replaced the hydrant at the corner of Neptune Place and Saturn Court. Jon said he would not be able to replace any more until the end of September or later.
      - (3) Status of correcting hydrant price on vendor invoice. Ellen has been in contact with several Dana Kepner accounting people trying to get this resolved. No progress yet.
      - (4) Order hydrant marker flags for winter visibility. Ellen directed to order the flags.
    - iii) Upsize water tank lines. CDC waiting on 4 Points Surveying.
    - iv) Tank hatch riser extensions.
      - (1) Mary redlined the drawing and stamped it. She forwarded it to Shawcor.

(2) Purchase of two additional risers. The Board approved the purchase. Ellen was directed to contact Shawcor to begin building them.

b) **Guest Well motor issue.**

i) Change the setting on the VFD from manual reset to auto reset. Marcus changed the setting. Our Water Operator reported that he has had no problems since the reset.

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

i) Board to discuss appropriate compensation if our Water Operator does the locates. A fee of \$85 per locate was suggested. Director Barnard motioned to approve. Director Holley seconded. The motion was approved unanimously.

d) **Approval by the Board to allow an out of district excavator do a tap for a lot owner.**

i) The Owner has been waiting to have the taps done since last October.

ii) Inc. 8 is shorthanded and cannot do the tap. Other excavators are also busy.

iii) Ellen spoke with the Owner's requested excavator to vet him. Asked him to provide a site plan and Certificate of Insurance.

iv) The Board approved, but with the requirement that CDC provide 100% supervision. The Owner is responsible for paying for the supervision. Director Standish made a motion. Director Barnard seconded. The motion was unanimously approved.

8) **Financial.**

a) Monthly Transaction Review, Approval

b) Monthly Aging Review, Actions.

i) Status of sending out shutoff letters to seven accounts in arrears. Our accountant received payment from all but one account.

9) **Next meeting** –October 17, 2022. Preliminary FY2023 budget discussion.

10) **Adjournment.** Director Standish motioned to adjourn the meeting at 9:00 pm. Director Barnard seconded. Meeting adjourned.