

STEAMBOAT LAKE WATER AND SANITATION DISTRICT

Minutes for July 24, 2023 Board Meeting

- 1) **Call to Order.** The meeting was called to order at 6:40 pm, by Director Standish.
- 2) **Roll Call, Confirmation of Quorum.** Directors present: Jim Standish, Matt Barnard, Prince Holley, and Trent Connor. Directors absent excused: Brandon Stone.

Also present: Ariana Busby, Holman Capital
Mary Andre, CDC engineer
Rose Lynn Scott, homeowner
Ellen Standish, Administrative Assistant

- 3) **Changes to/Approval of Agenda.** None. Director Barnard moved to approve. Director Holley seconded. The agenda was approved unanimously.
- 4) **Review & Approval of Board Minutes from June 19, 2023 meeting.** Director Connor moved to approve. Director Holley seconded. The motion passed unanimously.
- 5) **Public Comment Period.** None.
- 6) **Statutory/Regulatory/General Business**
 - a) **Use of Holman Capital to assist with funding projects.**
 - i) Ariana Busby gave a presentation to the board about what Holman Capital can offer the district in the way of funding capital improvement projects. Holman Capital would be working with Alpine Bank, since the district already is paying off the loan with them for the Wastewater treatment plant.
 - ii) After Ms. Busby finished her presentation and left the meeting, the directors discussed the options. They agreed that since the district would not be conducting all of the infrastructure projects at once, the district would not need to borrow all of the money that was proposed at once. They also decided to contact Alpine Bank to find out what the interest rate would be for a loan. The subject was tabled for the time being in order to get more information.
 - b) **CDC Engineering Updates.**
 - i) Fire hydrant and shut off valve replacement project.
 - (1) Status of work completed in the agreement.
 - (a) X Field Services is finishing completing the remainder of the work in the agreement. They have graded the areas around the hydrants, reseeded, and covered the areas with straw. They also are installing the carsonite markers near the gate valves. Fire hydrant 22 that is near the intersection of Neptune Place and Clara Way was replaced and raised. Fill needs to be added around it, since the area around the fire hydrant is below the street level.

- (b) Our water operator requested that FH 18 at the intersection of Beaver Canyon and Clara Way be lowered. After some discussion, it was decided to take the rod to a machine shop to be shortened.
- (c) X Field Services reported that four gate valves and two fire hydrants that were on the service map were not found.
- (d) The directors discussed where to store the extra parts from the project. It was decided to store them in the shed that is at the WWTP.
- (e) Director Standish contacted Steve Warnke at the HOA that the district's hydrant work was completed, and the HOA's contractor could do the annual road maintenance. The directors confirmed that the district will pay for the contractor's second mobilization, since the HOA put a hold on their work so the district could get the hydrant project done without a scheduling conflict.

ii) **CDC Sewer line project proposal.**

- (1) Mary presented part of the work completed by CDC. She said that she would email the sewer video review and the proposal of options within the week.

iii) **Status of compilation of reviewer's comments on the service extension plan for the property at Willow Gulch and Linda Kay Place.**

- (1) Mary said that they were in contact with the property owner and were going to be sending him the review summary soon.

c) **Status of the installation of the new VFD at the Guest Well.**

- i) BJ Pump installed the new VFD. The water operator reported that it was working fine.

d) **Sewer line issue along CR 129.**

- i) Ellen will contact Dave at Action Drain to get his recommendation on what needs to be done to be able to view the line in the section between Beaver Canyon and Neptune Place.
- ii) A manhole is open south of mile marker 20.

e) **Status of replacement of the WWTP fence.**

- i) Director Holley worked with the fencing contractor to get the old, broken gate and fencing removed and replaced. The contractor's crew got it replaced within two weeks. The directors were very pleased with the results.
- ii) The board requested that Ellen call Aces High to have the porta potty picked up.

f) **Service Line replacement/repair of upper Beaver Canyon property.**

- i) The property owner sent a certified letter to the district requesting information/documents related to the implementation of the district's rules and regulations. In particular, she asked about the rules relating to the maintenance of service lines.

7) **Financial**

- a) Monthly Transaction Review, Approval
- b) Monthly Aging Review, Actions

- i) Ten shut off letters were sent out to accounts greater than \$800 in arrears.
 - (1) The customer on lower Neptune Place made a partial payment in order to have their water restored.
- 8) **Old Business not previously discussed.** None.
- 9) **Adjournment:** Director Standish moved to adjourn at 8:50 p.m. Director Connor seconded. The motion was approved unanimously.
- 10) **Next meeting** – August 21, 2023