

**Steamboat Lake Water & Sanitation District Regular Board Meeting
November 18, 2019 Board Minutes**

Members in attendance:

1. Steve Johnson 2. Suzy Chase 3. Jeff Wilson 4. Jim Standish 5. Jim Hillman

Michelle Wilson, SLWSD admin

Jim H. called the meeting to order at 6:09pm at the North Routt Fire Station #2. Jim S. Seconded

Open Issues:

1. **Previous Meeting Minutes:** October and November minutes to be approved at December meeting.
2. **Dec meeting** - Jackie reported she has been corresponding with Claire. Claire inquired about coming to the Dec 9 meeting. Colby said final valuations for property are not available currently. But he will have them by the Dec 9th meeting. They need to be submitted to the County by Dec 15th.
3. **Eckhart Ditch** – Claire called today to reach out to Jay Fletcher. Claire stated the Due Diligence is due in 2020 and she recommended keeping the conditional water rights until the Eckhart Ditch agreement is finalized. Claire texted Jackie stating her goal is to have the Eckhart Ditch wrapped up by year end with a time of less than 10 hours / \$120 per hour (unless things get complicated).
4. **Due Diligence info from Claire** - Willow Creek Pass Spring No. 1 and Pond No. 1 (latest due diligence case is 2009CW017 - due diligence application will need to be filed by end of JANUARY 2020) - Steamboat Lake Water District Alternate Points of Diversion 1 and 2 (latest due diligence case is 2008CW62 – decree entered June 2014 thus due diligence application will need to be filed by end of JUNE 2020) - Red Creek Diversion (latest due diligence case is 2008CW63 – decree entered in June 2014 thus due diligence application will need to be filed by end of JUNE 2020, however, Court inadvertently sent due diligence notice for end of JANUARY 2020) - Red Creek Reservoir (latest due diligence case is 2008CW64 - decree entered June 2014 thus due diligence application will need to be filed by JUNE 2020). Claire stated she would keep her rate of \$120 / hour. And estimated costs of \$12,000 (if no oppositions are filed) to \$20,000 (or more if oppositions are filed). Relay to Claire, the board wants all Due Diligence filed by the end of January 2020 and not to exceed \$12,000.
5. **Waste Water Computer** – See about getting new computer for Gilbert, have Gilbert get with City IT and tell him what he needs in the way of a replacement computer.
6. **Financials** - Financials were discussed but no motion to approve. Spoke about quarterly bills not being past due until 60 days after issuance. We need to move the late fee until after the 60 day mark. Authorize Jason / Ian through Colby's office to issue liens if A lot is over \$1,000 past due. Payment plans are first priority over liens. Online pay features would cost over \$6,000 plus statements. Colby's office said it is not feasible. Colby's office suggested to have customers go to their banks and set up ACH pay plan if they want monthly payments.
7. **ColoTrust account** - Discussed moving funds to and from. Decided to leave funds as where they are currently.
8. **Change to Rules / Regs** –
 - A) Change wording from “may” to “shall” on 3.5.3(a) regarding water taps. Motion made by Jeff, seconded by Jim H. all members in favor.
 - B) Remove “weather permitting” from 3.5.3(a) – motion made by Jim S seconded by Susie, all members in favor.

C) 3.5.3(d) add “in addition, a fine of \$5,000 will be imposed and water will be turned off until fine is paid.” Susie made motion to accept new wording, Jeff seconded, all members in favor.

9. Budget –

- A) Add funds to budget due to it being an election year \$250 Election Expenses.
- B) Legal notice adds raise to \$250.
- C) Add \$15,000 for Attorney fees for Due Diligence.
- D) Add \$5,000 to budget for computer for waste water plant.
- E) Add \$6,000 for a replacement fire hydrant.

10. Christmas Bonuses – Steve made a motion to grant Christmas Bonuses for Scott, Gilbert, and Jackie in the amount of \$200 each. Steve made the motion, it was seconded by Susie. All board members agreed.

Next Meeting: Monday, December 9, 2019 at fire station #2.

Meeting adjourned at 7:42pm

Minutes recorded by Michelle Wilson

Board Minutes approved: