

MINUTES OF THE REGULAR MEETING OF THE BOARD OF  
DIRECTORS OF THE ST. MARY'S GLACIER WATER AND  
SANITATION DISTRICT  
HELD

MONDAY, JULY 25, 2022

A regular meeting of the Board of Directors of the ST. MARY'S GLACIER WATER AND SANITATION DISTRICT (referred to hereafter as the "Board") was convened on Monday, the 25<sup>th</sup> day of July 2022, at 6:00 P.M., via Zoom and in person at the Alice School House.

ATTENDANCE

Directors in Attendance Were:

Bruce Hohne, President  
Glenn Clark, Treasurer  
Jason Yoho, Secretary  
Hans Hultgren, Assistant Secretary\* at 6:22 P.M.

Directors Absent but Excused:

James Jandreau, Assistant Secretary

[Arrived when indicated\*]

Also, in Attendance Were:

Peggy Dowswell, Sarah Bromley, Christy McCutchen, Kirsten Starman, and Nicole Wing; Pinnacle Consulting Group, Inc.  
Colin B. Mielke; Seter & Vander Wall, P.C.  
Chris Oeland; St. Mary's Glacier Water and Sanitation District Operator  
Gabby Begeman, ORC Operator  
Bob Orsatti; Anchor QEA, LLC  
Chris Terry; General Contractor  
Derek Barnes; St. Mary's Glacier Metropolitan District Board member  
Britt Benton, Brian Day, Ronnie Ratzloff, Morgan Barnes, and (Thomas?); Residents

The meeting was called to order at 6:06 P.M.

Director Hohne confirmed that a quorum of the Board was present with three out of the five board members present at the start of the meeting.

DISCLOSURE  
MATTERS

The Board had been previously advised that pursuant to Colorado law, certain disclosures by the Board members might be required prior to taking official action at the meeting. The Board then reviewed the agenda for the meeting, following which each Board member affirmed their conflicts of interest, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting. The Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

ADMINISTRATIVE  
MATTERS

Agenda: Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Clark and, upon vote, unanimously carried, the agenda was approved.

Minutes: The Board reviewed the minutes of the June 27, 2022, regular meeting of the Board of Directors. Following review and discussion, upon motion duly made by Director Hohne, seconded by Director Clark and, upon vote, unanimously carried, the Board approved the minutes for the June 27, 2022, regular meeting of the Board of Directors.

Public Comments: Brian Day addressed the Board and explained his waterline froze after the District completed a construction project last fall. Mr. Day requested that the Board waive his sewer and water fees during the two months that water was unavailable to him. The Board noted the District does not provide refunds or waivers of fees for water interruptions, and did not approve the request of Mr. Day.

Britt Benton addressed the Board and requested that the Board consider billing for sewer and water fees in alignment with Certificate of Occupancy, not when the application is submitted. Mr. Benton requested the Board waive his sewer and water fees until he received water service. Mr. Mielke stated that per the District's Rules and Regulations residents have a one-year grace period from the time of their application until the District begins invoicing for water and sewer service fees. The Board determined it would not grant the requested waiver, and determined to review the grace period regulation in the future to determine whether it should be modified going forward.

There being no further Public Comment, this portion of the meeting was closed at 6:31 p.m.

WATER AND  
WASTEWATER  
SYSTEM  
IMPROVEMENTS

Anchor QEA Water Consultant's Report: Mr. Orsatti reviewed the written Anchor QEA Water Consultant's Report with the Board and answered questions.

DISTRICT  
OPERATIONS/  
MANAGEMENT  
ITEMS

Operations Report: Mr. Oeland presented the Board with a written Operations Report and discussed the contents of the report with the Board. Mr. Oeland explained that 837 Brook Drive will need to install new plumbing and a new curb stop since no one has occupied the residence for many years.

ORC's Report: Ms. Begeman presented the Board with a written ORC Report and discussed the contents of the report with the Board. Ms. Begeman stated daily readings are being collected and submitted to the state. Thus far there are no violations.

Manager's Report: Ms. Bromley, Ms. Starman, and Ms. McCutchen presented the Board with a written Manager's Report and discussed the contents of the report with the Board. Ms. Bromley reviewed the upcoming scheduled Board meetings with the Board and requested that the Board meetings in November and December be rescheduled due to the holidays. The Board agreed to reschedule the November 28, 2022, Board meeting to November 21, 2022, and cancelled the Board meeting scheduled for December 26, 2022. Ms. Bromley reviewed and explained the District's budget timeline. The Board determined

Director Hohne as the designated District representative to review the 2023 draft budget with the District Management Team before final distribution to the Board.

Task Orders with Premier Consulting and Construction Inc. for Brook Drive Emergency Repair Project and Silver Creek Gate Valve Project: Following review and discussion upon motion duly made by Director Hohne, seconded by Director Yoho and, upon vote, unanimously carried, the Board approved two Task Orders with Premier Consulting and Construction Inc. for Brook Drive Emergency Repair Project and Silver Creek Gate Valve Project. Task Order No. 1 for valve installation work was approved in a total amount of \$3,500 and Task Order No. 2 for Brook Drive maintenance and repair was approved in a total amount not to exceed \$83,900.

Temporary Agency Service Agreements: Ms. Bromley reviewed and discussed the Temporary Agency Service Agreement with the Board. Ms. Bromley noted this agreement is for additional labor to support Mr. Oeland on an ad hoc basis. Director Yoho requested Mr. Oeland provide feedback to the board regarding the services provided by the agency. Following review and discussion upon motion duly made by Director Hohne, seconded by Director Clark and, upon vote, unanimously carried, the Board approved the Temporary Agency Service Agreement.

Geotech Agreement: Ms. Bromley discussed the potential engagement of Kumar & Associates to perform Geotech services for the District on Brook Drive. Following discussion, upon motion made by Director Hohne, seconded by Director Clark and, upon vote, unanimously carried, the Board approved engagement of Kumar & Associates to perform Geotech services not to exceed \$5,000 and subject to finalization of an agreement to be approved by District legal counsel.

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FINANCIAL ITEMS

Consideration of Payables: Ms. Bromley reviewed with the Board the claims for the period ended June 30, 2022, totaling \$409,345.67. Following review and discussion, upon motion made by Director Hohne, seconded by Director Clark and, upon vote, unanimously carried, the Board approved the EFT payments and the claims for the period ended June 30, 2022, totaling \$409,345.67.

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LEGAL ITEMS

Consideration of revisions to District Rules and Regulations: Mr. Mielke reviewed additions to the District's Rules and Regulations of Section 3.2 *Service to Second Building* and Section 4.3 *Service to Second Building*. Director Hohne noted a correction to be made to the numbering format in those sections. Mr. Mielke noted that a 30-day fee notice has been posted on the Special District Association's website for the District's August meeting, at which time the Board will be asked to consider and adopt fees related to the connection and service to second buildings on properties within the District. The Board also discussed requiring a separate meter on the water service lines to a second building. Following review and discussion, upon motion made by Director Hohne, seconded by Director Hultgren and, upon vote, unanimously carried, the Board approved the revised Rules and Regulations upon the change noted by Director Hohne.

Discussion regarding Updates to Employment Manual: The Board discussed

updating the District's Employment Manual with regard to the District employee's personal use of the District's truck in order to be consistent with prior Board authorization for such usage. Mr. Mielke presented an update made to the Employment Manual to clarify that authorization. Following discussion, upon motion made by Director Hohne, seconded by Director Clark and, upon vote, unanimously carried, the Board approved the update to the Employment Manual.

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DIRECTORS ITEMS

There were no Director items brought before the Board.

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OTHER ITEMS

There were no additional items.

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EXECUTIVE  
SESSION

There was no executive session held.

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ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 7:45 P.M.

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By:

Nicole Wing  
Nicole Wing, Secretary for the Meeting