

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

Monday, May 19, 2025

A public 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, May 19, 2025 at 6:00 PM via Google Meet virtual meeting platform.

ATTENDANCE

Directors in Attendance:

Thomas Meyers
Hans Hultgren
Ed Hauschild
Peter Ward
Glenn Clark

Also in Attendance:

Colin Mielke; Seter, Vander Wall & Mielke, P.C.
Angela Kana-Veydovec, KV Water Engineering
Gabrielle Begeman, ORC Water Professionals
Connor McCarty, District Manager
No members of the public.

CALL TO ORDER

The meeting was called to order at approximately 6:00 PM.

It was confirmed that a quorum of the Board was present.

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: The Board reviewed the agenda for the meeting, and upon motion made, seconded and unanimously carried, approved the agenda as presented.

Approval of Minutes: The Board reviewed the minutes for the regular meeting held April 28, 2025. After review, and upon motion made, seconded, and unanimously carried, the Board approved the minutes as presented.

DISTRICT
OPERATIONS
ITEMS (Part 1)

Engineering Report: The District would like to finish the uncompleted Phase II work to close out the project. Ms. Kana-Veydovec talked with CDPHE, and they confirmed that the District can close out the contract with CGRS however they so choose if the submittals and O&M manuals are completed. Mr. Mielke outlined how the District could present CGRS with a percentage of the final retainage as well as a waiver and release against any future claims. Director Hultgren and Director Meyers volunteered for a subcommittee to further handle the matter. Upon motion made, seconded and unanimously carried, the Board accepted the members of the Phase II Close-out Subcommittee. Mr. McCarty will reach out to the subcommittee, Mr. Mielke, and Ms. Kana-Veydovec to further discuss the matter.

**Ms. Kana-Veydovec left at this time.

FINANCIAL ITEMS

Accountant transition: Due to the accountant transition, neither a payables report nor a budget vs. actual report have been created yet. They will be presented at the next Board meeting.

Nearly all the customers have been transitioned into QuickBooks Online. For those that have, April and May invoices have been sent out, and recurring invoices have been set up to go automatically on the first of the month starting in June. Payments have already begun to come in through online payment and physical check.

Ms. Holder reached out to the auditor and received a list of the items that the auditor still needs. A draft of the audit is expected from the auditor by June 30 from the auditor because the audit is due July 31, without the ability for an extension.

Ms. Holder explained that the funds accounting was not properly set up in QuickBooks by PCGI, and so she is revamping it to make the reporting better. After recommending a separate bank account for each of the four funds, Mr. McCarty set up another FirstBank account for the General Fund and another ColoTrust account for the Debt Services Fund.

PUBLIC COMMENT

The Board opened the meeting for public comment. There being no public comment, the public comment period was closed.

CAPITAL
IMPROVEMENTS

Meeting on the Mountain: Mr. McCarty explained how there are a lot of ongoing and upcoming projects requiring buy-in from several parties. It would be best to have all the contractors, District employees, and 1-2 Board members present to discuss the Brook Dr sewer replacement, valve replacements, main line extensions, and any other priorities presented. Mr. McCarty will follow up to coordinate a time.

Community Engagement: The community should be notified (sooner vs. later) about the upcoming raises to the AOS fees and capital improvement projects. The US Water Alliance recommended getting out materials to the

community in late June or July to start the notification process, receive feedback, and set up a community meeting. Director Hauschild agreed to be part of this effort as the “Board liaison” because of his interest in the quarterly newsletter.

DISTRICT
OPERATIONS
ITEMS (Part 2)

District Manager’s Report: Mr. McCarty has been coordinating with the St. Mary’s Metropolitan District on sharing employee time, materials, and equipment.

District operations would like to hire a seasonal employee at the end of May. Upon motion made, seconded, and unanimously carried, the Board approved the hiring of a seasonal employee, granting Mr. McCarty the ability to define the price and terms of employment.

The Lead Service Line Inventory is almost completed on the customer side for the seven remaining homes. Once that is finished, Mr. McCarty will coordinate with CDPHE to get the potholing contractor (paid for by the State) up to St. Mary’s to inspect the tap side of the service lines.

Mr. McCarty spoke with Philip Howland at 482 Aspen Rd, and it was confirmed that his tap permit was paid for over three installments, the final one being received October 9, 2024. Another conversation with Mr. Howland will need to be had to correct the sewer service line that illegally connects to his neighbor’s line, causing it to freeze. He can dig it up and fix it or get an easement in writing from his neighbor.

Lot 164 on Elk Cir has been notified via email about the lack of a sewer main line in front of their property. There has been no response.

92 Deer Rd has been notified via voicemail about the lack of sewer or water main lines in front of their property. There has been no response.

The Draft 2025 Updated Compliance Proposal was submitted to the State, and they gave a tentative return window of late July to August with comments.

The Sanitary Survey for the Distribution System is scheduled for June 3. Preparations for that will occur the week before.

Chris Oeland offered his Aries pipe crawler to the District for \$13,000. The Directors agreed that price is too high after seeing it used. This led into a larger discussion about CCTVing the entire Distribution System. An estimated contractor price would be \$75,000-\$100,000, whereas doing it with a District-owned camera would cost significantly less.

There is a blockage (potentially collapsed pipe) in the sewer main line in front of 91 Elk Rd. Attempts have been made from both upstream and downstream manholes to clear it, and it appears digging will need to occur. The Board agreed to let Mr. Oeland run his pipe crawler in this section of pipe as a test run for seeing what the blockage is.

The RCAC GIS team will be coming to St. Mary's July 8-10 to begin training District employees and mapping assets. The whole project will not likely get completed in those three days, but continued mapping can be done by District employees.

There are lots of digs that need to occur this summer. Discussion between Board members/employees, engineering, and ORC will need to occur to prioritize the most critical components. Director Meyers stated he would like to see: (1) Elk Rd sewer main line gets fixed, (2) the potential leak on Little Creek Rd addressed, (3) the water main line on Mine Rd installed to complete the loop, and (4) the Brook Dr sewer main line finished. Approximately \$84,000 still exists on the Small Communities Grant for valve replacements. Also, the potential leak on Little Creek is not severe enough to make a large difference in Well 5 production data.

Ms. Kana-Veydovec was informed that another updated Enforcement Order/Cease and Desist letter would be issued by the State mid-summer for the Collection and Wastewater Treatment systems.

Mr. McCarty questioned if the District owns any lots that could potentially be turned into a parking lot to capitalize on the tourism and increase revenue sources. The Directors could not think of any lots that could be used for this purpose.

At least two manhole rings were hit and broken by Metro plows. Replacements have been ordered. Once they arrive, they will be dug up and reset.

42 out of 120 residential meters have been fixed. This is an ongoing project.

A large cleanup is being done at the wastewater treatment plant. A dumpster was delivered to take away construction debris and old scrap metal. Drinking water tools and materials are being organized in the Connex, and wastewater is being organized in the shed. All salvageable pipes will be moved into the shed as well.

LEGAL ITEMS

Combination of St. Mary's Subdivision Unit 2 Lots 162 and 163 on Elk Ct:

The property owner, Victoria Munoz, reached out to Mr. McCarty to combine these lots. It was first noted that these lots are separate from the development on Lot 164 that is currently being developed without a sewer main line running in front of the property. After review, and upon motion made, seconded, and unanimously carried, the Board approved the combination of St. Mary's Subdivision Unit 2 Lots 162 and 163, subject to final field verification by Mr. McCarty and/or Mr. Grigsby. The Board also wants Mr. McCarty to let Ms. Munoz know that there is no sewer main line running in front of their property, and it will need to be extended if development is going to occur. Upon final verification, the District will provide an approval letter to Clear Creek County.

Resolution Authorizing Designated Signatories: Mr. Mielke explained that this form would allow all five Board members the ability to sign checks for the District's Account Payables. After review, and upon motion made, seconded, and unanimously carried, the Board approved the resolution authorizing the designated signatories.

Subcommittee for PCGI Final Payment and CGRS Closeout and Retainage: Directors Hultgren and Meyers volunteered to be part of a subcommittee to determine the final payment to Pinnacle and the best way to closeout the Phase 2 project with CGRS, including payment of their retainage fee.

DIRECTOR ITEMS

Fall River Rd Construction: Director Hultgren brought up the construction that would be occurring on Fall River Rd over the summer. Beginning in early June, 3.2 miles starting at the Silver Lake Condos will turn into single-lane traffic, causing delays until late August or early or September.

Development on 160 Harris Dr: Director Meyers questioned the status of this lot development. Mr. McCarty let the Board know that it was on pause because the builder was unsure if their grinder pump would push sewage up the grade. The service line installation will continue this summer after the builder confirms the pump's specs with the manufacturer.

Richie Brothers Auction: Director Meyers asked the rest of the Board if the District should bid on a used excavator at the 5/20/2025 Richie Bros auction. Approximately \$31,600 of Small Communities Grant money was used to rent an excavator from Sunbelt Rentals in 2023. The rest of the Board agreed that \$40,000 was a reasonable maximum price to purchase a new Deere or Hitachi excavator.

PUBLIC COMMENT

The Board opened the meeting for public comment. There being no public comment, the public comment period was closed.

ADJOURNMENT

There being no further business to come before the Board, and upon motion duly made and unanimously carried, the meeting was adjourned at approximately 7:15 PM.

By:

Hans Hultgren

Secretary