

RECORD OF PROCEEDINGS

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS THREE LAKES WATER AND SANITATION DISTRICT

HELD

Monday, March 12, 2018
6:30 p.m. at the Administration Building
1111 County Road 48
Grand Lake, CO 80447

A regular meeting of the Board of Directors was called to order by Chairwoman Farmer, at 6:35 p.m.

The following Directors were present and acting:

Pat Farmer
Les Shankland
Julie Gasner
Matt Reed

Staff present: Katie Nicholls, District Manager
Mike Gibboni, Chief Operator

COMMENTS BY THE CHAIRWOMAN

Chairwoman Farmer had no comments.

INTRODUCTIONS OF PUBLIC PRESENT

Scott Huff – 280 County Road 649
James Musslewhite – 110 County Road 472
Barbara Musslewhite – 110 County Road 472

ACCEPTANCE OF MINUTES

By **MOTION** and second, the February 12, 2018 Minutes were approved as presented.

MATTERS BEFORE THE BOARD

Consideration of 5-Year Connection Agreement with James & Barbara Musslewhite

Katie stated that Mr. and Mrs. Musslewhite, homeowners within the Lakeridge subdivision, are seeking approval for a 5-year connection agreement. The original option for a 5-year agreement, offered to all effected homeowner within connection distance of the line extension, expired on December 24, 2017.

James Musslewhite stated that they needed more time to get financing together and make the necessary plans to connect to the system. They will need a lift station, which is costing more than originally thought. He requested that the Board allow them to have a 5-year connection agreement.

By **MOTION** and second, the Board directed Katie to execute the 5-year connection agreement with James and Barbara Musslewhite, and further authorize the manager to extend the same option to any other property owners affected by the Lakeridge line extension.

Re-Consideration of vmSCADA Plus Agreement

Katie stated that during the process of negotiating the lease terms of the vmSCADA Plus Agreement, Staff became aware that it was not a lease, but a lease-purchase agreement with maintenance. The system will be paid off over 5 years and immediately become the property of the District, warrantied for the 5 years. Browns Hill does not

offer a straight lease option, and has no interest in doing so as a default would require them to take out the equipment. Staff believes the agreement is still to the benefit of the District and acceptable under the new conditions.

By **MOTION** and second, the Board directed Staff to look into the savings possible through purchase, and authorized Katie to enter into an agreement that is to the best benefit of the District for the 60 additional SCADA sites.

PUBLIC COMMENT

None

FINANCIAL REPORTS

By **MOTION**, and second the checklist for the month of February was approved. The Financial documents for February were reviewed and accepted as presented.

MATTERS OF DISCUSSION AS BROUGHT FORTH BY BOARD MEMBERS

Director Gasner questioned the amount of work that Staff is doing for the Town of Grand Lake and requested that they keep track of it.

CHIEF OPERATOR REPORT

See attached written report. Mike stated that the Columbine Lake #1 lift station pumps were set that day, testing of the controls is scheduled for the next day. Startup is expected to be quick. The pumps at Beach lift station still needs replacement. A question was raised regarding the appearance of the Beach lift station. Mike stated that landscaping is the final step of completion.

A discussion ensued regarding change order #7. The Board agreed that the change was required for the completion of the project.

DISTRICT MANAGER REPORT

Election Update

There were not more candidates than positions to be filled, and therefore the election was cancelled on March 6, 2018 as allowable per state statute. The following people were elected by acclamation to be sworn in on May 14, 2018: Scott Huff – 2 year term; Les Shankland – 2 year term; Julie Gasner – 4 year term; and Matt Reed-Tolonen – 4 year term.

HB 18-1039 has been sent to the Governor's office for signature. This new bill will switch regular Special District elections from even to odd years. The 2020 and 2022 elections will be for 3 year terms, then return to 4 year terms thereafter. Elections will be held in 2020, 2022 & 2023, then every 2 years after.

Rental Properties Update

The condo is expected to be vacated by the end of the month, and the modular is ready for renting. The lease is being finalized to ensure it is compliance with all laws. Katie also stated that Wes House called on March 1, 2018 to reiterate his desire to purchase the property if the District ever decides to sell.

A discussion ensued regarding whether to keep the properties, drawbacks of being a landlord, cost of maintenance, perception of the public, the housing market, sale of one or both properties, potentially creating a housing assistance fund, and call out time. The Board directed Staff to hold off on renting out the modular until the condo is vacant at which point, and also research requirements for sale.

Cost of Services Study

The agreement has been signed with the additions and changes required. Data collection has begun with the kick-off meeting tentatively scheduled to occur on April 9-10. The Board agreed to a workshop on April 9th at 4:30 p.m.


Septic System Regulations

Katie proposed meeting with the county, and any Board members if interested, and report back to the Board. If the Board has further questions after the report, a meeting can be arranged with the whole Board.

6 Month Review

Katie inquired how the Board would like to conduct her 6 month review. The Board appointed Chairwoman Farmer to lead the process with an executive session at the next Board meeting.

With no further business before the Board, the meeting was adjourned at 7:45 p.m.



Katie Nicholls, Reporting Secretary



Julie Gasner, Secretary/Treasurer

March, 2018

Chief Operator Report

Lift Stations /Call Outs:

A discharge failure occurred at Shoe Road Lift Station on February 25. We received a high wet well alarm through SCADA and discovered a leak inside the lift station where the galvanized piping had failed. We were able to stop the leak and run on one pump until the necessary repairs can be performed. The piping will be replaced with stainless steel. This is not a station I had planned on rehabbing this year but it has been moved to the top of the list.

Treatment Plant:

Operating normally.

There is a nutrient report that I will begin submitting this month. This report is due by April 15 and includes nutrient data from the plant as compared to Willow Creek which is where we discharge.

Water Systems:

1. North Shore: Operating normally.
2. Columbine: Operating normally.

Other:

Construction at Columbine Lift Station continues. It was discovered that the wrong pumps were sent for Columbine as well as Beach Lift station. Part of the design criteria from CDPHE requires that a new lift station be able to pass a 3" solid. The pumps that were sent are 2.5". There was a discrepancy between the submittals and the actual pump that led to this. This means that the pumps and bases at Beach will have to be changed to the proper ones. The pump supplier is covering the costs of this. Fortunately, the pumps were not yet installed at Columbine.

Also, for your approval, is change order #7 which is necessary because of the wet soil conditions at Columbine Lift Station. Additional backfill was needed because of the size of the excavation as well as unsuitable native soils which would not have compacted to the required specs.

Mike