

RECORD OF PROCEEDINGS

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

HELD

Monday, September 11, 2017
5:00 p.m. at the Administration Building
1111 County Road 48
Grand Lake, CO 80447

A special meeting of the Board of Directors of the Three Lakes Water and Sanitation District was held in accordance with the applicable Statutes of the State of Colorado.

The following Directors were present and acting:

Pat Farmer
Dan Knox
Les Shankland
Julie Gasner

Others present: Matt Reed, Carolyn Steffl
Sally Blea and Mike Gibboni, Staff

CALL TO ORDER

Chairman Knox called the meeting to order and promptly presented the Oath of Office to the newly appointed Board Member, Matthew Reed-Tolonen (Matt). Whereupon he took a seat as a Board of Director.

By a **MOTION** presented by Director Farmer and seconded by Director Gasner, and unanimous vote, the Board then entered into executive session under CRS Section 24-6-402(4)(b) for the purpose of discussing with the District's attorney, existing policies and procedures for sewer main extensions.

By **MOTION** and second, the Board exited from executive session at 6:27 p.m.

The special meeting of the Board of Directors ended at 6:27 p.m.

The regular meeting of the Board of Directors was then called to order by Chairman Knox, at 6:30 p.m.

The following Directors were present and acting:

Pat Farmer
Dan Knox
Les Shankland
Julie Gasner
Matt Reed

Others present: See attached, and including Carolyn Steffl
Sally Blea and Mike Gibboni, Staff

COMMENTS BY THE CHAIRMAN

Chairman Knox introduced new Board Member, Matt Reed, who was officially sworn in previous to this meeting.

INTRODUCTIONS OF PUBLIC PRESENT

Per attached List

ACCEPTANCE OF MINUTES

By **MOTION** and second, the August 14, 2017 Minutes were approved with a minor correction. Director Reed abstained from the vote.

By **MOTION** and second, the August 28, 2017 Minutes were approved as presented. Director Reed abstained from the vote.

MATTERS BEFORE THE BOARD

Lakeridge Subdivision: public hearing on proposed 400' extension of sewer main, County Road 472

The District Manager announced the purpose of the hearing was to hear public comment on the proposed extension before a decision is made on the proposal. Sally noted that two written comments were received by the Board, that of Mrs. Chidley and Mr. Musslewhite. It was established that there are 10 to 12 lots that will be within 400' of the proposed extension. Three of those require easements to cross private land and four are improved lots. It was clarified that if the District fronts the cost of the line extension, the District will be reimbursed by the property owners as properties are connected on a pro rata share of the lots. If a property owner or owners front the cost of the line extension, they will be reimbursed at the time of each connection, at 90% of the per lot cost, the District keeping 10% as a cost to process the reimbursement program, and the program will only last for a period of ten years. The following comments were then expressed:

Ronda Grassi: in favor of the extension – she has two lots that can be serviced and is building on one of them at this time.

Kris Kriofske representing Mr. Bruns: was most interested in the cost to each lot owner. Mr. Bruns is already connected at the lift station and is not a participant in this extension.

Jim Musslewhite: he has been compelled to connect to the existing lift station and a pro rata share of a previous extension has already been applied to his lot, which he must pay when he connects. He questioned whether he must also pay a pro rata share of this line extension as well.

Mr. Ketchum, Mr. Tukua and Mr. Golden: sought clarification as to existing programs and responsibilities of the property owners, also noting that costs to connect cannot be recouped.

Having received all public comments, the public comment session was closed.

By **MOTION** and second, the Board directed staff to obtain a bid on the project to be provided at the next Board meeting for consideration. If accepted, the District would finance the project with reimbursement by those property owners benefitting, under current Rules & Regulations. An amendment by **MOTION**, second and unanimous vote, the Board authorized staff to move forward with the project if the project bid cost is under \$60,000. The bid shall include an allowance for rock removal, acceptable to the Chief Operator in his discretion. As well, an accepted bid should include that the project be completed by October 15 of this year. By **MOTION**, second and unanimous vote the Board also agreed that when Mr. Musslewhite reimburses the line extension fee of \$2420.36 to Mr. Rice, he will be credited that same amount toward the shared cost fee that will imposed upon him for this new extension.

Scott Munn on behalf of Patricia Goode, Lot 34, N Sunnyside Addition to Grand Lake: request for temporary variance

Mr. Munn was not present but Sally reported that this temporary variance request is a result of the Board's denial at the August meeting of an extension of a District sewer main on Grand Avenue at Sunnyside Drive and extending east across West Portal Road. The estimated cost to connect without an extension was upwards of \$80,000. By **MOTION**, second and unanimous vote, the Board agreed that it was not practical to require the connection and approved a temporary variance for this property.

Review of Rules & Regulations, Section 4.12: consideration of language change

Sally stated that this particular regulation allows only the Board the power to deny a Connection and Inspection Permit if the service applied for would create an excessive seasonal or other unreasonable demand on the District facilities. A change to allow staff to make that decision was requested. By **MOTION**, second and unanimous vote, the Board approved the change.

District Manager Position – Status

Sally reported that both Sarah Sjobakken and Ross Blackmer have declined the offers of employment extended to them. There are two remaining applicants that were interviewed by the committee that the Board should consider interviewing. By **MOTION** and second, and unanimous vote the Board directed Sally to move forward with requesting an interview with the last two of the final four (David Walker and Katie Nicholls), with the hope of interviewing them on Friday afternoon, the 15th, as a special meeting. By **MOTION** and second, and unanimous vote the Board directed Sally to move forward with requesting an interview with the last two of the final four, with the hope of interviewing them on Friday afternoon, the 15th, as a special meeting.

PUBLIC COMMENT

Will O'Donnell questioned why the District would allow numerous service line installations in the public right-of-way and should instead consider a sewer main extension that would eliminate a public right-of-way full of sewer lines. He notes that homeowners serviced by the original system did not reimburse the District for the costs of those sewer mains, and does not see the fairness that new construction should have to pay for service being brought to them. He also expressed his opinion that once a variance is granted for a septic system, that it should be a perpetual variance, until the system fails.

FINANCIAL REPORTS

By **MOTION**, second the checklist for the month of August was approved. Director Reed abstained from voting. The Financial documents for August were reviewed and accepted as presented.

MATTERS OF DISCUSSION AS BROUGHT FORTH BY BOARD MEMBERS

The matter of the town of Grand Lake's non-issuance of a Permit for the Beach project to commence now in August was discussed. They have pushed the project back to a September 18 commencement date, which will increase the project costs because of having to finish the project in winter conditions. All agreed that the District continue in a professional manner and ignore random attacks that were expressed by the town in their most recent letter to the District.

CHIEF OPERATOR REPORT

See attached written report.

DISTRICT MANAGER REPORT

Public Relation Consultant - attorney recommendation:

Attorney Steffl brought forth some information on a PR consultant, Melanie Goetz, she recommends the Board consider for public communication, especially if the District decides to embark on major policy changes in the future. The Board directed that Sally work with Carolyn and her to seek out how she may be able to help us in that endeavor.

Succession Plan – review of departing Manager, availability expectations:

Sally reviewed with the Board the 6-month on-call expectation. The Board agreed that they would like to have that commitment and lessen that commitment later if the District finds further consultation is no longer needed. A compensation amount will be included in the Budget and determined at that time.

Workshop – tentative agenda review

A discussion on setting the workshop was discussed. It was agreed split up the Agenda into two or more workshops and at this time set a workshop on the District's various tap record scenarios only. This workshop was set for October 13 commencing at 9:00 and ending at 3:00 p.m.

Budget Process

Sally will be presenting the proposed Budget to the Board by October 15. The first hearing on the Budget will be at the November regular meeting and a final hearing and approval at the December regular meeting.

With no further business before the Board, the meeting was adjourned at 8:45 p.m.


Sally J Blea, Reporting Secretary
Julie Gasner, Secretary/Treasurer

ATTENDANCE RECORD

BOARD MEETING - September 11, 2017

THREE LAKES WATER & SANITATION DISTRICT

NAME	PROPERTY ADDRESS	EMAIL ADDRESS
1 KRIS R. KRIOFSKE	99 CR 472	KRKRIOFSKE@VERIZON.NET
2 Ronda Grassi	CR 474 Lot 45	ronda@caddoinc.com
3 Jim Musslewhite	110 CR 472	jimgmwhite@gmail.com
4 Barb Musslewhite	110 CR 472	"
5 Steve Kerichan	166 CR 472	appraisaloffice162@usps.com
6 Steve Tukua	194 CR 472	Sttukua@hotmail.com
7 Mike Goulden	1265 Mount Dore Ave, 1287 CR 47	mw6@ashw Goulden, Tom
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September 2017
Chief Operator Report

Lift Stations /Call Outs:

All stations are operating properly.

We had Browns Hill Engineering upgrade the controls at the Grand Lake Lift Station. We had repeated failures of the old control system so we decided to go with a similar control system that is in Shadow Mountain Lift Station as well as Stillwater Lift Station. These controls have proven to be much more user friendly and reliable. This was a planned upgrade and the cost was around \$15000.

Treatment Plant:

Operating normally. We continue to work with Kennedy/Jenks on the copper issues as well as Northern Water on the possible nutrient reduction and treatment. We will continue testing to determine the next course of action.

Water Systems:

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

Other:

Construction on the Columbine Lift Station force main is approximately 80% complete. We are still waiting for final approval of the Lift Station design from CDPHE before we can commence that work.

Beach Lift Station construction will begin on September 18. The Town of Grand Lake refused to issue a Permit with an earlier start date. As of this date, we have still not received the Town's Permit. The delay and requirements set forth by the Town will result in an increase in cost due to the project being impacted by winter conditions. Conroy is working on a Change Order to determine what that additional cost will be.

Mike