



RECORD OF PROCEEDINGS

REGULAR MEETING OF THE BOARD OF DIRECTORS THREE LAKES WATER AND SANITATION DISTRICT TUESDAY, JULY 9, 2024 6:30 PM

1. **CALL TO ORDER**

A regular meeting of the Board of Directors was called to order by Chairman Reed, at 6:31 p.m. The meeting was held remotely.

Directors Present: Matt Reed – Chairman
Scott Huff – Secretary/Treasurer
Stephanie Conners – Director
Mark Gibson – Director

Staff Present: Katie Nicholls – District Manager
Mike Gibboni – Superintendent

By **MOTION**, second, and unanimous vote the Board excused Vice Chairman Mike Golden from the meeting.

2. **COMMENTS BY THE CHAIRMAN**

Chairman Reed thanked the public for attending.

3. **INTRODUCTIONS OF PUBLIC PRESENT**

Katie Ellis, Ken Lund, Sharon Illsley, Geoff Garner, and Rebecca Fine. Also present were Bob Orsatti – Orsatti Water Consultants, Michael Whelan – Anchor QEA, and Matt Miller – McMahan & Associates.

4. **ACCEPTANCE OF MINUTES**

By **MOTION**, second, and unanimous vote the June 10, 2024 Meeting Minutes were approved as presented.

5. **MATTERS BEFORE THE BOARD**

a. **McMahan & Associates: 2023 Presentation**

Matt Miller, McMahan & Associates, presented the 2023 audit. He noted that District had a clean, unmodified, audit. The net position increased by \$500,000 with depreciation included, and \$1.1 million without depreciation. The District has a \$6.4 million fund balance and spends between \$1.6 - \$1.7 million annually. Two journal entries were made one to accrue a payable received after year-end and another related to inventory. A brief discussion ensued regarding asset inventory and industry standards related to useful life.

b. **Motion to approve 2023 audit**

By **MOTION**, second, and unanimous vote the Board approved the 2023 audit.

c. **Discussion and staff direction related to engineering firm**

District Manager Nicholls stated that Bob Orsatti is no longer with the engineering firm Anchor QEA and the Board must make a decision and direct Staff accordingly. She stated that Anchor QEA and Mr. Orsatti are proposing that Anchor QEA remain the engineer and they subcontract work out to Mr. Orsatti's company Orsatti Water Consultants. She further noted that due to the earmark money any change of engineer would be subject to federal procurement guidelines and bidding requirements. Michael Whelan, Anchor QEA, and Bob Orsatti, Orsatti Water Consultants, outlined their proposal noting it will cause the least impact upon the District. A discussion ensued regarding in-kind donations related to the septic to sewer conversion project, and involvement in the community. By **MOTION**, and second the Board approved continuing to retain Anchor QEA as the District Engineer with work being subcontracted out to Orsatti Water Consultants. Director Gibson abstained.

Bob Orsatti, Orsatti Water Consultants, on behalf of Anchor QEA provided a brief summary on the septic to sewer conversion project summary - completed, office drainage project - completed, and Grand Lake wastewater assessment project – report to be delivered end of next week.

6. **PUBLIC COMMENT**

Geoff Garner, a member of the Conflict Resolution Team Committee with Columbine Lake Water District, presented a staff thank you card for District Staff signed by 200+ Columbine Lake residents.

7. **FINANCIAL REPORTS**

By **MOTION**, second, and unanimous vote the checklist for the month of June 2024 was approved. The financial documents for June were reviewed, and accepted as presented.

8. **MATTERS OF DISCUSSION AS BROUGHT FORTH BY BOARD MEMBERS**

Chairman Reed thanked Staff for their hard work over the busy holiday weekend.

9. **SUPERINTENDENT REPORT**

Superintendent Gibboni presented the Superintendent report. He noted that flows were 50% over normal for the holiday and that they are still down 1/3 of their treatment while they are waiting for pump repairs. He also noted that there is a broken main at Gala lift station. Chairman Reed noted that a gate and fencing were going to be put up by the Town around Beach lift station. A discussion ensued regarding flows at the Beach lift station, toilet paper products and access.

10. **DISTRICT MANAGER REPORT**

District Manager Nicholls presented the District Manager report. A brief discussion ensued regarding use of a PR firm for the septic to sewer conversion project. The Board had a consensus to have staff look further into the matter.

With no further business before the Board, the meeting was adjourned at 7:54 p.m.



Katie Nicholls, Reporting Secretary



Scott Huff, Secretary/Treasurer









Minutes June 11, 2018 (00176622.DOCX;1)

Final Audit Report

2024-08-14

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