



RECORD OF PROCEEDINGS

REGULAR MEETING OF THE BOARD OF DIRECTORS THREE LAKES WATER AND SANITATION DISTRICT TUESDAY, OCTOBER 22, 2024 6:30 PM

1. **CALL TO ORDER**

A regular meeting of the Board of Directors was called to order by Chairman Reed, at 6:32 p.m. The meeting was held remotely.

Directors Present: Matt Reed – Chairman
Mike Golden – Vice Chairman
Scott Huff – Secretary/Treasurer
Mark Gibson – Director
Stephanie Connors – Director

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

2. **COMMENTS BY THE CHAIRMAN**

None

3. **INTRODUCTIONS OF PUBLIC PRESENT**

Michael Whalen, Bob Orsatti, Brenden Covert with Anchor QEA. Sean Walsh with Sean Walsh Consulting.

4. **ACCEPTANCE OF MINUTES**

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

5. **MATTERS BEFORE THE BOARD**

a. **Consideration of engaging Sean Walsh Consulting, Inc for public relations consulting services**

Sean Walsh with Sean Walsh Consulting, Inc, reviewed the timeline of the agreement. He noted that polling will really help the District in their endeavors. District Manager Nicholls noted that legal is still working through the details of the document, but the Statement of Work is set. After a brief discussion related to other work Sean Walsh has in Adams County, by **MOTION**, second, and unanimous vote the Board approved engaging Sean Walsh Consulting, Inc for public relations consulting services, and authorized District Manager Nicholls to sign the agreement once the attorney has approved the document.

b. **Presentation and discussion of Grand Lake Area Wastewater Facilities Conditions Assessments and Recommended Improvements report**

Michael Whalen, Bob Orsatti, and Brenden Covert with Anchor QEA presented the report. They recommended the replacement of the heat tape noting that it was the most cost-effective solution and could get the District 5-10 years perhaps more time to address the aging system. They also noted that the heat tape could potentially be reused or serve as backup should they replace the system later. A lengthy discussion ensued regarding the state of the system, residences impacted, current heat tape failure, costs, and budgeting availability. The Board agreed to keep the engineering in the 2025 proposed budget and look further into how to pay for the construction.

Chairman Reed left the meeting at 7:36 p.m.

c. **PUBLIC HEARING: to receive public comment on a proposed increase in the quarterly user fees to be paid effective January 1, 2025**

Vice Chairman Golden opened the public hearing and immediately closed the hearing due to there being no public present.

d. **Resolution 2024-10-1; a resolution setting sewer service fees**

By **MOTION**, second, and unanimous vote the Board approved Resolution 2024-10-1; a resolution setting sewer service fees.

e. **PUBLIC HEARING: Resolution 2024-10-2; a resolution of certification to the Grand County Treasurer of delinquent accounts for collection on its tax rolls**

By **MOTION**, second, and unanimous vote the Board approved Resolution 2024-10-2; a resolution of certification to the Grand County Treasurer of delinquent accounts for collection on its tax rolls.

f. **Consideration of new Managed Services Agreement with Executech Utah, LLC**

District Manager Nicholls stated that this was a request from Executech to fix some issues with billing and provide a single bill. By **MOTION**, second, and unanimous vote the Board approved the engagement of the new Managed Services Agreement with Executech Utah, LLC.

6. **PUBLIC COMMENT**

None.

7. **FINANCIAL REPORTS**

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

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

None.

9. **SUPERINTENDENT REPORT**

Superintendent Gibboni presented the Superintendent report. Director Gibson inquired if new software was necessary to expedite testing requirements.

10. **DISTRICT MANAGER REPORT**

District Manager Nicholls presented her report. The Board agreed that during septic to sewer project properties will be brought within 400' which are intended to be served by another line not yet constructed and the issue should be addressed. District Manager Nicholls asked if the Board would entertain a possible payment plan for a property owner who needs to purchase another tap and will be coming before the Board for a special request. The Board said they would entertain it. She concluded by inquiring how the Board felt about prohibiting concealed carry weapons on District property to ensure safety of staff, board members and the public. The Board stated they were in favor of it.

11. **EXECUTIVE SESSION: REVIEW OF KATIE NICHOLLS, DISTRICT MANAGER – PURSUANT TO §24-6-402(4)(f) PERSONNEL MATTERS**

By **MOTION**, second, and unanimous vote the Board entered Executive Session at 8:26 p.m.

By **MOTION**, second, and unanimous vote the Board exited Executive Session at 8:53 p.m.

With no further business before the Board, the meeting was adjourned at 8:53 p.m.



Katie Nicholls, Reporting Secretary


Scott Huff (Nov 13, 2024 08:10 MST)

Scott Huff, Secretary/Treasurer









October 2024 Minutes

Final Audit Report

2024-11-13

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