

HAMILTON CREEK METROPOLITAN DISTRICT

BOARD OF DIRECTORS MEETING

Wednesday, March 8th, 2017

Attending Board Members:

Bob Bruno Chuck Harris
Bob Hinman Ruth Carroll

Others Attending:

Tom Oberheide, Administrator Matt Willitts, Water Solutions Inc
Kelly Baldwin, Accountant John Jones, resident turned Board Member

The meeting was called to order at 2 pm by Bob Bruno

Minutes:

Minutes are approved with the following addition: under Financial Report, Bob Pyrzyk attended and noted under financial report that his audit returned no concerns on the financial statements. (M/S/A – Bruno/Harris/Unanimous)

Financial Report:

Bob Hinman reports that the District exceeded the budgeted net income for 2016: budgeted net income was \$20,920 actual net income was \$41,896. A formatting request was made that the budget would separate out litigation costs moving forward; this was agreed to by all. Bob Bruno said that he and Bob Hinman received a letter from McMahan and Associates asking if they were aware of any problems or concerns about financial mismanagement. Bob Bruno suggests that if any board members have comments concerning financial management, to contact McMahan directly to discuss any issues. Chuck Harris questioned what funds went to in the “Miscellaneous” line item – Kelly reported that it was mostly some repayments for septic maintenance that should have been moved to the Septic line item. There was a short discussion on how to handle depreciation on the balance sheet – Bob Hinman requested that Kelly determine (with help of McMahan) what the depreciation schedule is and make adjustments throughout the year instead of a one-time adjustment at the end of the year. Chuck Harris requested that the financial summary provided for the Board meetings include projected costs for the remainder of the year. Ruth Carroll reports that Bob Pyrzyk has reviewed the financial statements and has no issues to report.

Water Operations Report:

Matt Willitts reports that he has submitted a project “wish list” for water operations to Tom Oberheide for review. The DOVE (Disinfection Outreach Verification) status is we are continuing to work with CDPHE (Colorado Department of Public Health) and our engineer for solutions to the results of our recent tracer study, which yielded a lower than desired baffling factor. There was a short discussion on the solutions, boiled down to three options: change the chlorine contact tank to upflow, install some baffling tanks, or install a coil of pipe to increase the baffling factor.

There was a lengthy discussion on the Lead and Copper Rule – sampling has been changed to annual sampling from sampling every three years. The number of sampling sites has not been changed. Water Solutions will continue to review lead and copper sampling sites and their respective “tiers” as applies to the Lead and Copper Rule.

Overall, the water plant has been running very well. WSI has done some minor maintenance on air regulator valves.

Matt provided a short summary of the projects on his “wish list” of projects to improve operations.

The District plans on installing a hydrant on Lakeview Circle, and, if funds are available, two additional mainline valves this summer.

Bob Bruno asked about sludge removal and timing of removal. Matt said he would provide the engineering report regarding sludge removal and discuss options.

Administration Report

After a short discussion, John Jones was appointed to fulfill the Board Member position vacated by Bill Ferris (Bruno/Carroll/Unanimous). This term expires in 2018.

There have been many complaints during this winter regarding snow removal. The plowing has been inconsistent, and the new plow driver has been instructed by the owner of Helton Backhoe to not get closer than 3 feet to homes, which has frustrated some homeowners. Some other complaints include damage to landscaping, rock walls, and asphalt, and not removing the berm in front of driveways. There were two instances this winter where there was 4-inches + on Lakeview Circle and the roads were not plowed. Ruth reported that the Gunkels had contacted her regarding their damaged address sign – Bob Bruno said he would look at it. The Board requests that Tom Oberheide as the administrator speak with Helton to discuss the complaints and

get feedback from them, as well as ask them to consistently remove the berm in front of driveways.

Septic pumping for 2017 – there are 37 or 38 tanks on the list scheduled to be pumped out this year.

Bob Bruno attended an asphalt convention to learn more about crack sealing and longer term fixes of lateral cracks. There were a few companies willing to rent equipment, and companies that use different materials (a mastic instead of tar). Shoulder maintenance was discussed as a means to help preserve the edges of the asphalt along the sides of the roads.

Matt Willitts prepared an updated contract for his services which was distributed to the Board in January. As part of the updated contract, Exhibit A shows a summary of what services are listed under the flat rate. A lengthy discussion followed regarding some of the terms for rates and annual renewals. The board voted on approving the contract :(Hinman/Carroll/Unanimous). The contract was approved.

Tom Oberheide submitted a proposed revision to the Rules and Regulations which confirms the District's authority to meet the CPDHE Cross Connection Control policy. Chuck Harris asked to make sure the language in the proposed revision uses language that matches the existing Rules and Regulations. Harris also suggested changing the last sentence to read "deny" instead of "not provide". The Board approves the revision with these changes (Harris/Bruno/Unanimous).

Bob Bruno wants to make sure we are complying with the agreement with Silverthorne where the mailboxes are located. Tom Oberheide will review the agreement and determine what, if anything, needs to be done to remain in compliance with the agreement.

Bob Bruno also provided an update on the entrance landscaping and water service. The long line down the hill is completed. A water meter will be installed in the Schaffer's residence and will be coordinated between the homeowner, the Metro District, and Water Solutions Inc.

Meeting was adjourned at 4:07 pm.

Respectfully Submitted by:
Tom Oberheide