

HAMILTON CREEK METROPOLITAN DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

Wednesday, November 8, 2017

Attending Board Members:

Bob Bruno John Jones
Chuck Harris Ruth Carroll
Bob Hinman

Others Attending:

Tom Oberheide, Administrator Matt Willitts, Operations
Kelly Baldwin, Accountant Bob Pietrzyk

The meeting was called to order at 2:02 pm by Bob Bruno

Approval of Minutes:

Minutes from September 13, 2017 approved as submitted (RC/JJ/5-0).

Financial Review:

Director Hinman reported that the legal settlement income has been added to the top line of the on the P&L, and the water system maintenance line item has been split into two categories, water system manager and water system maintenance. Director Hinman also proposes moving \$50,000 to the District's ColoTrust account from the money market account, and the Board was in general agreement of this action.

There was a discussion on several line items in the P&L and on a few homeowners that have an overdue balance.

Bob Pietrzyk has reviewed the financials and reports that he sees no issues with them but did request that August bank statements be provided to him.

2018 Budget:

Tom Oberheide presented the proposed 2018 budget to the board for discussion. The budget hearing will be held at a special meeting on November 20, at 10 am at Bob Bruno's house and the proper notification of the budget hearing will have been posted.

Director Harris said that there should be a \$5000 charge to legal in the 2017 Oct-Dec forecast due to a check that was just sent as a retainer for legal services. Director Harris also requested that the 2018 septic cleaning budget item reflect the anticipated number of systems to be cleaned in 2018, and Tom Oberheide said he would update those numbers. Tom will also make sure the loan principal payment of \$10518 is applied to the 2017 forecast for the November loan payment.

There followed a discussion on the language of the Certification of Tax Levies and Resolution to Adopt Budget.

Snow Plowing Contract

Tom Oberheide presented a contract from Helton Backhoe Services for snowplowing for 2017-2018 season for discussion and consideration. Tom Oberheide and Director Bruno summarized their meeting with Mark Helton to discuss concerns and issues of snowplowing for the upcoming season. There was then a general discussion on the complaints and challenges regarding snow plowing.

2018 Election

Three seats are up for election in 2018. John Jones, Bob Hinman and Chuck Harris will need to submit self nomination forms if they wish to be considered to remain on the Board of Directors. There was a motion to designate Tom Oberheide as the Designated Election Official (JJ/BH/5-0, approved).

Operations Report

Matt Willitts provided the operations report (attached). Bob Hinman indicated to Matt the he can help with access to 160 Hamilton Creek Trail for backflow device testing as required by the state health department. Matt also provided water test results for lead and copper and disinfection by-products for the last several years. There was a general discussion on the operations report.

The board also discussed some ongoing operation issues, including air compressor issues, TNORM regulations, and the membrane cartridge approvals, DOVE, and the PLC problem. The PLC issue has been resolved.

Matt reported no violations from the Sanitary Survey for water treatment plant operations and no violations from the discharge permit inspection. The DOVE requirements has not yet been addressed by the state.

New Business

The Board voted unanimously to go into executive session immediately following the regular board meeting to discuss ongoing legal issues.

There was no update to the radio equipment owned by the Town of Silverthorne adjacent to the HCMD water tank.

There was a short discussion on moving the pipe and other equipment stockpiled off of Lakeview Circle, and no better alternative location for storage is known at this time.

The Board requested that Tom Oberheide review the property and liability insurance policy to make sure the coverage amounts are adequate.

There was a discussion regarding Red Buffalo and the ongoing drainage and asphalt issues, and there was general agreement that in order to get all homeowners on the same page, the re-paving and drainage changes would need to be shown with engineering drawings and approved of by all owners. Director Bruno stated he would get in contact with Dana Covert to discuss.

Lastly, the Board approved the 3.1% increase for the contract with Water Works West for the 2018 budget year (CH/RC 5-0 approved).

The meeting was adjourned at 4:10 pm.

Respectfully submitted by Tom Oberheide