

HAMILTON CREEK METROPOLITAN DISTRICT

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Wednesday, March 14, 2018

Attending Board Members:

Bob Bruno John Jones
Chuck Harris Ruth Carroll
Bob Hinman

Others Attending:

Tom Oberheide, Administrator Kelly Baldwin, Bookkeeper
Matt Willitts, Operator

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

Approval of Minutes

One correction to the November 8th meeting minutes: the "TENORM" acronym should be changed from "TNORM" to TENORM", otherwise approved (RC/JJ/5-0)

The minutes from the November 20th special meeting were approved as submitted (BH/JJ/5-0)

Water Operations

Matt Willitts reviewed his contract to discuss annual increases in contract amount *and* hourly wages. The board members expressed their understanding that the increases applied to both the contract amount and the hourly rate for additional work performed by Water Solutions Inc (WSI).

The discussion moved to three invoices submitted by WSI for three different work items: 1) MTU replacements, 2) air leak repairs in water treatment plant, and 3) electric fault repair. The Board was in agreement that the MTU replacements have been significant in number and are outside of WSI's general scope of work. Mr. Willitts explained that the time to complete each MTU replacement is roughly 2 hours and includes the actual replacement, but also includes administrative work of getting contact info, contacting people, travel, and scheduling appointments.

A short discussion on the electric fault repair followed, notifying the Board of the fault and the costs for repairs from an excavator, electrician, and operations staff.

The air compressor issues were discussed. Matt clarified that WSI performed no compressor maintenance, HCMD did receive invoices from McGhee company for compressor maintenance. WSI invoices regarding air-line leaks are for replacing regulators and airline leaks. The suspected cause for the leaks in the air lines and regulators is moisture in the air compressor system. The options discussed to solve the problem are 1) install air dryer on the air system, or 2) install a new air compressor system, with single tank and dual heads, with an air dryer. The Board requests that Matt and Tom to get estimates for these two options, purchased, installed, and configured for operation.

The discussion then changed to the subjects of the blower/compressor used for scouring the infiltration media, and the ongoing filter module replacement issues. The board summarized the water system projects for this year are: 1) Compressor, 2) TENORM, 3) Filter Modules, and 4) MTU replacements. The board, administration, and operations agree that given the extensive maintenance and project costs already incurred this year, the planned water valve installation at Lakeview Circle and Hamilton Creek Road will be postponed to another year.

District Financial Report

Bob Hinman reported that the District is generally on track for the 2018 budget. Kelly notified the board that we have moved to Quick Books Online, which changes the format of some of the reports. Chuck Harris requested that the reports show MONTHLY actual to MONTHLY budgeted. Tom and Kelly will coordinate to get the budget accurately broken out into months.

The board discussed the origin and the correct way to handle the \$5000 proof of loss claim from 2015, and Tom and Kelly will discuss it with the auditor on how to address it.

Chuck Harris suggested developing a financial plan as it pertains to the planning for road repairs. This plan may include buying bonds or other options available for investment strategies for a Metro District. Bob Hinman agreed to research some investment options as it pertains to financing road replacement and projections.

A brief discussion followed on what differentiates a road from a driveway. Some of the criteria to consider is the number of drives on a driveway/road, if the road is on open space, or if the road is designated by the county as a road.

District Administrator's Report

Tom reported that for the 2018 election, there were not more candidates than there were open seats on the board, and recommended consideration of the resolution to cancel the election and approve election of the candidates.

Tom recommended an appraisal on the water treatment plant to update the insurance coverage amount. The board directed Tom to check credentials of appraisers and their experience with water plant appraisals, and their fees. Once this information is gathered, Tom will share with the board via email for consideration of approval.

Tom shared a draft of the 2017 water quality report for Hamilton Creek and there was a short discussion on how the report is required to be delivered to residents.

Tom shared a proposed agreement between the Town of Silverthorne and Hamilton Creek regarding use of the common space for a an existing radio repeater site. Initial comments were a clause that the HCMD board approve any changes to the existing site, that the HCMD attorney have a chance to review and comment, and that the approving parties be clearly understood (HCMD board and Town Council).

New Business

The board led a short discussion on the issue of snow plowing areas that do not meet covenants and design guidelines. The board agreed that the covenant violation and the plowing are two separate issues and the HCMD will not direct Helton Backhoe to not plow those areas in violation.

Chuck Harris brought up an issue related to the HOA and the dog waste issue near Spinning Leaf Trail and a short discussion followed.

Bob Bruno brought up Red Buffalo and the road maintenance issue there. According to a letter that Bob has a copy of, that Kay and Tolten would only be responsible for one share (not two, assuming that the empty lot owned by Kay and Tolten can be accessed by Hamilton Creek Road). Bob said he brought it up only as an update on the issue.

Ruth Carroll made a motion to hold an executive session immediately following the regular meeting, Bob Hinman seconded the motion, the motion passed (4-0) (John Jones had to leave the meeting early).

Meeting was adjourned at 4:27 pm.

Respectfully submitted by Tom Oberheide