

San Juan River Village Metropolitan District
Regular Monthly Meeting Minutes
July 12, 2018

The meeting was called to order at 6:31 pm by Louise Sumner Woods, President. The directors present were Bill Wittwer (via phone) and Steve Wilkins. Homeowners, Bonnie Weathers and Doug Hampton, were also present. Lisa Quiller, Bookkeeper, was also present. Tim McRee, Maintenance Operator, was also present. Cynthia Purcell, District Manager, took minutes.

Bill moved to approve the minutes from June 14, 2018. Steve seconded and the motion carried.

Maintenance Operator's Report:

Tim reported on the drought condition – Don Weber opened up the ditch, which has improved the flows into the ponds. SkyWerx has hooked up the internet for the lift station telemetry – the system will be installed next week. Tim is still working with a company to obtain a quote to rehab the little lift station. The water plant computer logix upgrade is on hold – an updated model was just released and they will be scheduling a time to install this new model in the upcoming month. Tim is also working with a contractor to obtain a quote to install the water loop on Harman Ave. There is a 4" line already in the ground that was abandoned along part of the route. Tim will be digging this up next week to see if it is still useable, which greatly affects the quote. The new line will include a valve on Harman Ave and Swiss Village/Heidi Ct. A hydrant will be installed at the Heidi Ct. location. Tim reported that the lines have been flushing clearer now that he is flushing the lines more often. Doug suggested that homeowners may be experiencing brown water as a result of buildup in their water heaters when Tim flushes the lines. Doug also suggested that the District could possibly help homeowners with older homes to upgrade their pipes from copper w/lead solder which would eliminate the regulatory dosing for pH. Tim also expressed his desire to continue working with Lisa Quiller.

Public Comment Period: None

Lisa Quiller submitted a proposal to continue bookkeeping/office services for the District out of her home. Louise requested that additional reports be provided on a monthly basis to include detailed bank reconciliations for all accounts and a taxes receivable report. She also requested that a procedural document be developed for the billing process and all other functions Lisa provides for the District, in the event of her absence. A backup of the QuickBook files would be done on a quarterly basis and given to Cynthia. The District will look into accepting online payments once the merger of Citizen's bank is complete, as they are unable to accept them at this time. Cynthia reported that she is investigating the legality of passing a convenience fee on to the customer. The board discussed closing the lockbox located on Main St. if online payments are instituted. Steve moved to accept Lisa Quiller's proposal to continue bookkeeping/office services for \$850/month, provided she carry her own worker's comp insurance. Louise seconded and the motion carried.

Road Department Report:

Joe Jordan requested that the District move the current sign erected on Little Beaver Place stating "Dead End" further down the road to where the old sign stating "Privately Maintained Road" was. The board was favorable. Current home construction on Little Beaver has resulted in contractor's blocking access to the road for extended periods of time. The board instructed Cynthia to write a letter to the builder informing them that the road is a public road that needs to be kept open at all times. She will copy Joe Jordan on the letter.

Cynthia reported that the road maintenance (grading and new gravel) will commence July 25th-27th. The spraying of mag chloride will be done on August 2nd. The District will have approx. 1.6 miles of roads graded, .78 miles of 3" ABC gravel applied at 20' wide, and .75 miles of mag chloride applied. Road grading will along Harman Ave to Larkspur Place and Swiss Village Drive up to Heidi Ct.; ABC gravel will be applied along Harman Ave from Steep St. up to approx. Larkspur Pl. and Swiss Village Drive from Steep St. up to approx. Heidi Ct.; and mag chloride applied along Harman Ave from the culvert down to Swiss Village and a small portion of Swiss Village Drive heading west. Louise will take photos of trees/shrubs along the test area for the mag chloride before it is applied to compare with at a later date.

Water Department Report:

The customer water usage report was reviewed for June – 588,500. Don Raley requested leniency on the sewer portion of his upcoming bill due to a break in his frostfree. Doug Hampton reported that the Roger's would also like leniency on their bill due to outside watering. The board was favorable in working with homeowners that have water breaks that are beyond their control, but felt homeowners that are doing outside watering of lawns/plants are doing so by choice and are responsible for paying their full bill. Don will be contacted to discuss his bill.

The board discussed the brown water issue. The board reviewed the results and recommendations provided by Steve Omer, FEI Engineer. Iron and Manganese are causing the observed turbid water issues in the distribution system. The presence of these metals is considered an aesthetic quality rather than representing a significant health risk. While the recently completed lab testing results show both Iron and Manganese (in the raw water) at levels below the contaminant limits, the water chemistry is such that they are creating unacceptable levels of turbidity in the finished water. FEI compared several treatment options to filter out the Iron and Manganese in their report. As the board is hesitant to add more chemicals into the processing treatment, they requested that Cynthia review the recommendations with Steve Omer and ask if the District can install filters after the chlorinating process before the water is sent to the water tank. Doug offered to consult with another engineering firm in Michigan that helped the community of Flint with their water problems, to get another perspective.

The board discussed the current drought conditions and possibility of further water restrictions and associated fine structure for violations. Cynthia presented the water restrictions and associated fine structure that was implemented in 2002 for consideration. Before such restrictions could take effect, the board would need to adopt them and notify all lot owners through a mailing. Louise moved to adopt the Level 1 water restrictions and associated fine structure as outlined from 2002. Bill seconded and the motion carried. Cynthia will prepare an updated version and email to board members. If conditions warrant, the notice can be sent to all lot owners for implementation.

Sewer Department Report:

The lift station telemetry and little lift station rehab were discussed above in Tim McRee's report.

Parks & Recreation Department Report:

Cynthia reported that an algaecide was applied to half of Aspen Pond. Graham Whitehead sent Cynthia a picture a few days ago which showed a noticeable difference in the pond. The other half will be treated in approximately 10 days. Graham will continue monitoring the progress. Cynthia also contacted High Country Lodge to see what type of treatment regime they were using. They have invested quite a bit in products, etc. to improve the condition of their pond. One idea was to use a die to inhibit sunlight from penetrating the water surface to prohibit photosynthesis.

Administrative Report:

The District is in compliance.

There are currently two vacant seats on the board of directors. Doug Hampton expressed interest in serving on the board. The board asked him to explain why he wanted to be on the board and what he felt should be the District's priorities. Doug explained that he served for 12 years on the Metro board and has extensive knowledge of its workings. He also felt that no one else was stepping up to serve. Doug felt the priorities of the District should focus on water capacity and usage as a result of the impacts of short term rentals and on the maintenance of roads. Steve moved to appoint Doug Hampton to the board. Louise seconded and the motion carried. His term will begin next month after taking the oath of office. Louise asked Bonnie Weathers if she would consider joining the board as she attends most of the meetings already. Bonnie said she would think about it.

Ten delinquencies totaling \$3,281.53 were noted. Louise inquired about a delinquency toward the top of the list that was not present on last month's report. Cynthia will work with Lisa to prepare more accurate reports.

Treasurer's Report:

Cynthia reported on the P&L's, Balance Sheet, General Fund, Sewer Fund, and Water Fund for June, 2018. Louise will set up a meeting with Lisa to go over the reports, etc. to be included with future board packets and to develop a procedural guideline in the event of Lisa's absence. Steve moved to accept the financials. Louise seconded and the motion carried.

There were no bills presented for payment.

Old Business:

The water line looping was discussed in Tim's report earlier.

New Business:

The maintenance building was discussed. The board looked at possible placement options prior to the meeting last month. To allow for more flexibility in the placement of the building, the board instructed Cynthia to contact John Shepard to begin the process of consolidating Lot 10 and 11. The board may consider replatting adjacent lots to be sold to help offset the cost of construction.

Bill reported that there were no new well permit applications. He spoke with Jeff Rogers about the process but hasn't received an application yet.

Other Business:

Steve reported on the POA meeting. The annual picnic will be held on July 15th at 5:00pm. A homeowner reported that a drone was being flown above their home. The board will be investigating what the restrictions are for drones being flown in the neighborhood. They are continuing their efforts on spring clean up and dark sky ordinances.

There being no other business, Louise adjourned the meeting at 9:30pm.

Respectfully submitted,

Cynthia Purcell
District Manager