

San Juan River Village Metropolitan District
Regular Monthly Meeting Minutes
March 12, 2020

The meeting was called to order at 6:30 pm by Steve Wilkins, Vice President. The directors present were Bill Wittwer (via phone), Doug Hampton and Addi Greer. Homeowners, Bonnie Weathers and Jeff Hester, Steve Omer, Plummer Engineering, Al Pfister, Watershed Enhancement Partnership (WEP), Chris Pitcher, Riverbend Engineering, and Tobi Rohwer, WEP, were also present. David McRee, Maintenance Operator, was also present. Cynthia Purcell, District Manager, took minutes.

Bill moved to approve the minutes from February 13, 2020. Addi seconded and the motion carried.

Maintenance Operator's Report:

Road Department Report: David reported that he and Tim have been servicing the heavy equipment in preparation for spring. David replaced a CV axle on the Bobcat today. They have also begun filling potholes. Steep Street has been reopened. The board requested that a sign be posted next year stating "seasonal closure" prior to the first snow.

Water Department Report: The water usage was reviewed for February – 319,950 gallons. David reported that the water plant computer's operating system is no longer supported by Microsoft. They have been working with Echo IT to get a bid to update the computer to Windows 10 or possibly configure an older computer to use for reporting and isolate the water plant computer to monitoring the water system. David has been studying to take the operator's license exam. He is hoping to sit for the test in April. Steve Omer offered to give David some practice materials. Tim will then apply to take his test as well. David performed a CIP last week with Tim's assistance. They developed a checklist, which Cynthia laminated, to be hung up in the water plant.

Sewer Department Report: David reported that the Little Beaver lift station has been operating better since they tweaked the timing of the pumps firing on. There is a little build-up so they are going to pump it down and power wash the pumps soon. As soon as the weather dries out, they will begin work on moving the forced main on Soniat's property.

Parks & Recreation Report: David reported that he seeded the area along the highway where they constructed the berm for drainage. He also reported that he had to fish a blanket off the lower pond that someone had spread out on the ice that then froze to the top.

Public Comment Period: No comments

Steve Omer, Plummer Engineering, gave a presentation on the research he's done thus far on the 2020 rate study commissioned to update our rate structure to sustain our system for the next ten years. He presented charts depicting the wastewater treatment plant's influent flow and influent BOD from 2014-2020. He explained that the state would not require an upgrade to the wastewater treatment plant unless it consistently exceeded 80% of the permitted flow or BOD. Our plant has not done that. He did however report that there have been changes to Regulation 31 which will change the limits on Nitrogen and Phosphorus, which we will most likely violate. The new rules take effect in 2027. This is the point when the state will require moving forward with a new wastewater treatment plant. He thought the water treatment plant was appropriately sized, as it has been able to meet the maximum daily demand. Doug pointed out that the water plant may be capable of meeting the daily demand (running non-stop), but the gallery wells are not. Steve Omer will factor this into his study. He also presented information on how much full-time homeowners paid into the system vs. the impact full-time residents had on the system, and how much short-term rentals paid into the system vs. the impact short-term rentals had on the system (as a percentage of total revenue) for the total water and sewer expenses in 2018 and 2019. These numbers can be made public once they are finalized. As part of our ten year rate study Steve Omer is recommending possibly changing the current tier structure in addition to changing the values for the different tier levels for water/sewer billing to bring equity to all water users. The board requested information on what it costs the District to produce 1,000 gallons of water, on average. The board would also like Steve Omer to research the possibility of charging a peak demand fee for excessive water use over a short period of time.

The board briefly discussed the maintenance building project. The board has hired Jeff Hester to oversee the construction project. A temporary employment agreement was drawn up to hire Jeff at a rate of \$40/hr to oversee the project. Doug moved to execute the agreement to hire Jeff. Addi seconded and the motion carried. Jeff will work with Cynthia to prepare a bid packet and post a notice in the paper. He will also get it on the POA agenda for review at their next meeting. The building will most likely be constructed over a two year period.

Al Pfister, WEP, gave a brief introduction to the board about the Upper San Juan Watershed Enhancement Partnership. This group has been working to identify areas along the San Juan River where improvements can be made to address the needs of environmental, recreational and agricultural water users. The stretch of river through the San Juan River Village neighborhood has opportunities to address all of these water users. They have been working on a concept plan for this area to hopefully use as a model for other areas, if agreeable with the neighborhood. They presented their ideas to the POA on Tuesday evening. Chris Pitcher, Riverbend Engineering, then proceeded to present their concept plan. He produced maps showing improvements they would like to make to the Park Ditch diversion, as well as stabilizing the banks along the river, creating fish habitat, and creating flood conveyance along the river through the neighborhood. In exchange for all of the river work, they were requesting an easement through Metro property for a public access for boaters at the lower end of the neighborhood. They proposed constructing a new road, possibly by the sewer lagoons, down to the boneyard, to access the river. This could be a seasonal access that could be gated off the rest of the year. The WEP group would seek funding to implement all of these projects, most likely in 2022. Steve wanted everyone in the neighborhood to have the opportunity to comment on the proposed projects. Chris volunteered to produce a flyer that could be posted to the website and possibly mailed to everyone in the neighborhood to describe the project and invite them to a public meeting. Doug moved to allow the WEP group to proceed with their concept plan. Addi seconded and the motion carried.

Administrative Report:

The District is in compliance. Cynthia reported that the election has been cancelled. There were not more candidates for director than offices to be filled. Therefore, the following candidates are declared elected: Steve Wilkins, 3 year term; Addi Greer, 3 year term; Carrie Wienckowski, 3 year term; and Doug Hampton, 2 year term. The notice will be posted in the paper.

Cynthia presented the exemption from audit prepared by Mike Branch, CPA. Steve moved to approve the application for exemption and associated resolution. Addi seconded and the motion carried. All board members present signed the exemption and resolution.

Thirty-Two delinquencies totaling \$8,429.78 were noted. Cynthia reported that three customers have been receiving water/sewer services that have never been billed – one for two years and the other two for one year each. When the water meter was installed, the information was not relayed to the bookkeeper. This was discovered as a result of the rate study. Cynthia discussed the issue with the District's attorney who advised that they should be billed for services rendered. Letters will be mailed to each customer apologizing for the error and allowing them to set up payment plans to abolish the debt.

Treasurer's Report:

Cynthia reported on the P&L's, Balance Sheet, General Fund, Sewer Fund, and Water Fund for February, 2020. Steve moved to accept the financials. Bill seconded and the motion carried. There were no bills presented for payment.

Old Business: N/A

New Business:

There were no whole house water filtration rebate applications to review this month.

Bill reported there were no new well permit applications.

Other Business:

Steve reported that the POA met on Tuesday where they heard the same presentation from the WEP group on the river improvements.

There being no other business, Steve adjourned the meeting at 9:05pm.

Respectfully submitted,

Cynthia Purcell
District Manager