

**San Juan River Village Metropolitan District**  
**Regular Monthly Meeting Minutes**  
May 11, 2023

The meeting was called to order at 6:00 pm by Rick Moore. The directors present were Doug Hampton, Bruce Keuning, and Addi Greer. Tim and David McRee, Maintenance Operators, were also present. Bonnie Weathers, Pat Keuning, and Debbie O'Keefe, homeowners, were also present. Cynthia Purcell, District Manager, took minutes.

All directors took the oath of office for their new term. Rick and Doug will serve a 4 year term and Addi and Bruce will serve a 2 year term. With one vacant seat remaining, Rick moved to appoint Steve Wilkins to fill it. Addi seconded and the motion carried. Steve accepted and took the oath of office. He will serve until the next election in May, 2025. The board then discussed officer positions. Addi moved to nominate Steve to serve as president. Steve accepted. Rick seconded and the motion carried. Doug moved to nominate Rick as vice-president. Rick accepted. Addi seconded and the motion carried. Rick moved to nominate Addi for secretary/treasurer. Addi accepted. Doug seconded and the motion carried. Addi will replace Carrie Wienckowski as a signer on all bank accounts.

Addi moved to approve the minutes from March 9, 2023. Doug seconded and the motion carried.

**Maintenance Operator's Report:**

**Road Department Report:** David reported that all of the equipment is in good, working order. The exhaust problem was resolved on the pickup truck. The roads have been graded and the first application of dust abatement has been applied. Tim & David are going to begin sweeping the loose rocks off with the broom attachment. The next shipment of the Earthbind should be arriving next week. This will fill the two tanks plus a few totes. The next application of the product is planned to take place at the end of June (before the 4<sup>th</sup> of July) and the third application is scheduled to commence prior to Labor Day. All of the speed bumps have been installed for the season. Tim reported that the construction plans for 9 Heidi Ct. included a rock retaining wall that would infringe on Metro's utility easement where a sewer line is present, and another retaining wall outside of their property line within the road easement. An objection was made to the POA Architectural Committee. Both Cynthia and Tim/David are included in the approval process to ensure Metro's interests are considered. No new security cameras have been installed. David has completed the inventory ordering system. Steve requested that a follow-up procedure be initiated to ensure that as parts are used, it is recorded in the system for reordering.

**Water Department Report:** The water usage was reviewed for April – 339,130 gallons. The Zenner AMR site that is used to monitor water usage crashed during this billing period. The site has just been rebuilt and is back online as of this week. Thus, we were unable to bill for surcharge fees for daily water use over 750 gallons for April. These will be captured in the next billing cycle. Addi inquired about a PVC pipe that was in need of a cap near her home. Tim/David will investigate. They have begun excavating on the gallery well to install the piping/electrical for the pump. The parts are on order and Tim will be working on this project over the next couple of weeks while David is gone on leave. Once the project is complete the dirt in the area will be smoothed and seeded with grass in the fall. Large rocks are dispersed around the area and no trees/shrubs shall be planted to interfere with the well beneath. David reported that he took his last operator license test this morning. He passed and now is fully licensed to be the Operator in Charge for the entire system!

**Sewer Department Report:** Tim reported that he received some remedies to control the odor from the lift station next to Robert Soniat's home from Gene Tautges. There is a filter medium that could be installed. He will get a quote on the product and report back.

**Parks & Recreation Report:** No report.

**Public Comment Period:** Bruce inquired as to whether an in-depth survey had ever been conducted among the neighborhood to see what their ideas were for the community and what could be done better. He was directed to contact the POA or SunDee. Debbie O'Keefe inquired about Steep St. and reported

that it was in rough shape. She asked whether it was graded or not this year. Cynthia will talk to Tim/David and let her know.

### **Administrative Report:**

The District is in compliance. Cynthia reported that the Consumer Confidence Report (CCR) for 2022 is complete. The May billing will include a note for customers to visit our website to view a copy.

Cynthia reported that both Vertical Bridge and Verizon have approved the cell phone tower location at the far end of the sewer lagoons at 598 Alpine Drive. A site visit is being scheduled next. Cynthia also reported that she has received positive feedback from multiple homeowners in favor of the cell tower installation. Some homeowners even have prior experience with cell tower contracts and have offered their assistance with negotiations. Zoe Saaybe expressed concern about the vibrations emitted by a cell tower and was adamantly opposed.

Nineteen delinquencies totaling \$6,398.59 were noted in April. A ten day notice of disconnect was issued to two homes and both of their water was turned off this week. Each homeowner made a partial payment, but no follow up communication to address the remaining balance. We haven't heard from either about turning the water back on.

Cynthia presented the draft employee benefit package with a column added to show the value of each benefit item. Rick volunteered to meet with board members on an individual basis to gather their feedback and compile the information for review at the next board meeting. He would also like the board to consider a fixed salary structure with steps. The board requested that Cynthia provide salary information for each employee.

### **Treasurer's Report:**

Cynthia reported on the P&L's, Balance Sheet, General Fund, Sewer Fund, and Water Fund for April, 2023. Steve moved to accept the financials. Rick seconded and the motion carried. There were no bills presented for payment.

### **Old Business:**

No old business to report.

### **New Business:**

The board discussed ATV use on the roads in the neighborhood. This is not allowed on any county road. The Sheriff could be called to report the violators, but by the time they could respond, the violators are gone. Addi moved to purchase and install 3 signs at all entrances that states "No ATV's Allowed on County Roads." Rick seconded the motion carried: 2 in favor; 1 opposed; and 2 abstaining.

Steve reported that the "Personal Contact Info" portal that is available for homeowners to update their contact information on our website is in need of security upgrades. The programming is estimated to cost around \$1,500 which would be split between Metro and the POA. The alternative is to abandon this portal and have SunDee provide a copy of the POA's contact list from their PayPOA site on a monthly basis. Doug moved to authorize paying half of the programming cost to ensure Metro has a secure database with up-to-date contact information. Steve seconded and the motion carried.

Cynthia presented the draft hookup document. Doug moved to approve the Water, Wastewater and Driveway Requirements document (attached at end of minutes) with the specific language pertaining to Plant Investment Fees: "If the PIF has been paid in the past, 2 toilets will be credited. If it has not been paid, the full amount in the current Rates & Fees Schedule is due. If undergoing a remodel of an existing home, the PIF due is determined by the current Rates & Fees Schedule for the number of new toilets being added. The PIF must be paid prior to new construction or remodel." Rick seconded and the motion carried.

There were no new whole house water filtration rebate applications.

There were no well permit inquiries from Bill Wittwer.

**Other Business:**

The POA draft minutes from May 9, 2023 were emailed to board members for review.

Doug requested that the board consider adjusting rates for Short Term Rentals.

There being no other business, Addi moved to adjourn the meeting at 8:00pm. Doug seconded and the motion carried.

Respectfully submitted,

Cynthia Purcell  
District Manager