

The Meadows of Melody Ranch

ISD

Board of Director's Meeting
Monday, March 20, 2017 at 2:00 pm – GTPM

MINUTES

CALL TO ORDER: 2:05

Present:

Bob Hammond

Jim Miller

Rich Bloom

Tina Korpi, GTPM

Demerie Northrop, GTPM

Rob Bacani, GTPM

Matt Ostdiek, Rendezvous Engineering

Nick Orsillo, Wyoming Landscape

Absent:

Larry Pardee

Lee Harris

1) Approval of Minutes January 25, 2017

Rich moved to approve the minutes. Jim seconded the motion. All voted in favor.

2) Financial review

a) Review Financials

The board would like GTPM to break out special projects within the budget and move them to the maintenance reserve expense category as needed. Rob will make this change and send the updated financials to the board. A draft budget will be prepared to review at the next meeting in May.

b) Delinquent Report

GTPM will contact Habitat for Humanity regarding their owner who is on the verge of having her water turned off for delinquent payment.

3) Old Business:

a) Update from Rendezvous Engineering

Water System

1) Water Service Repair–Westwood Curtis Invoice \$1,656.00 / Eric Davis / 4245 Polo Pony Rd. There was no leak found. ISD will pay this bill

2) Water Service Repairs remaining:

- Josh Robinson – 4154 Mustang Drive
- Matthew Bart – 4235 Melody Ranch Drive

A letter will be sent to both of these owners stating the work will need to be completed by May 1st or the ISD will come in and do it on their behalf.

- 3) EPA Sanitary Survey Improvement List**
 - Raise Tank Drain – Started last week by Westwood Curtis, screen installation remaining
 - Well Protection - bollards or rocks remaining
 - Storage Tank - access hatch seal remaining

- 4) Water system backup generator**
 - Block heater stuck on \$2,522.07 Repair quote Rocky Mountain Cummins (Original quote \$2,949.85). We will ask them to do any additional maintenance while they are here. Rich moved to authorize this work and to have it paid from the capital account. Jim seconded the motion. All voted in favor.

 - Roof leak at exhaust pipe penetration – appears to be flashing. Matt will take a closer look at it.

- 5) State of Wyoming – Tier 2 Emergency Response filing completed (Chlorine Gas Hazard)**

- 6) EPA 2017 Water Sample Testing**
 - Nitrate / Nitrite
 - Disinfection Byproducts - August
 - Lead and Copper (10 Houses) – June-September
 - 2016 Consumer Confidence Report

- 7) Water System Maintenance**
 - Flush fire hydrants and Exercise water main valves will be done once the valve/bolt replacement is done under the grant work.
 - Exercise curbstops again this year? The board discussed this and determined that they prefer to have this done every other year.

- 8) Wyoming State Lands and Investment Board – Water Valve Repair Mineral Royalty Grant**
 - Nighttime leakage, approximately 50 gpm (Need to repair leaking water main valve)
 - Grant agreement was signed and returned to the state a couple weeks ago for their signatures and final “go-ahead”
 - Prepare plans and specifications for the 27 valves and 7 hydrants to be worked on.
 - Bid Advertisement: 3/29, 4/5, 4/12 for the RFP in hopes to have a bid by mid-April.

- 9) Wyoming Water Development Commission Study – Nelson Engineering**
 - Currently Analyzing data
 - Well #2 – Pump testSoon
 - Contacts regarding water system regionalization

Sewer System

- 10) Sewer System Maintenance**

- Manhole Inspections (for infiltration). GTPM will include an article in the upcoming newsletter about sump pumps to remind owners about proper drainage.

11) Sewer Lift Station

- Multiple alarm calls were coming in so Macy's was brought in to trouble shoot. They found a damaged float switch which was repaired. While they were there, they also cleaned the lift station.
- We will also need to replace the lift chain on Pump #2 with Stainless Steel

4) New Business:

a) Speeding concerns (from annual meeting)

There were a couple homeowners that expressed concerns about speeding in Melody Ranch. The ISD would like to continue to educate owners and to encourage neighbors to talk to one another if they see fast or reckless driving. Radar signs are expensive and not effective enough to bring to the neighborhood. The HOA can make rules and assess fines for violations in this area, but it is nearly impossible to enforce.

b) Review Snow Removal (and landscape repairs) with Nick Orsillo at WLC

The ISD thanks Nick and his crew for doing a great job on the roads this winter. Nick stated that people on the corners got a lot of snow this year due to the amount of snow that had to be moved. The east side is typically more difficult to plow because it is a denser area and there tend to be more cars in the driveways. Some homeowners added their own snow stakes which is generally ok. However, when there is a large snow event, the plow drivers have to move the snow and sometimes it is inside the stakes people have put up – the ISD owns the road lot which can be anywhere from 10-20 feet off the road into people's yards. With regard to the driveway apron clearing, the problem was that the big truck was able to clear faster than the smaller loaders so some people had driveway humps a bit longer while waiting for the equipment to catch up. GTPM will send WLC a few reminders in the fall about staking the pathway, putting different color stakes at the speed bumps, to keep the bus route wide enough at Munger Park pick up area and to plow to the stakes in the storage lot.

With regard to potential damage to yards that resulted from plowing, it is expected that there will be some grass and sprinkler heads that will need to be replaced. GTPM will get a list and look at other reports of damage made by owners.

~ Welcome Letter. The Board would like to have information about the ISD included in the letter that is sent to new homeowners. This information should include contact information for the three waste removal companies.

5) Adjournment 4:10 **Next meeting will be Tuesday, May 9th at Noon**