

*The Meadows of Melody Ranch*

**ISD**

Board of Director's Meeting  
Wednesday, October 2, 2019 1:30 pm  
Grand Teton Property Management

**MINUTES**

**CALL TO ORDER: 1:30**

Bob Hammond  
Kent Van Riper  
Lee Harris  
Rich Bloom  
Jim Miller

Doug Henderson, GTPM  
Demerie Northrop, GTPM  
Rob Bacani, GTPM  
  
Matt Ostdiek, Rendezvous Engineering  
Bob Ablondi, Rendezvous Engineering

- 1) Approval of Minutes, August 28, 2019 and September 9, 2019  
Kent moved to approve the past meeting minutes. Rick seconded the motion, all voted in favor.
  
- 2) Old Business:
  - a) Replace aging/faded street signs  
Palomino is fading, Wind River has a branch covering it, Melody/Melody is fading, Sycamore/Melody is fading, Kestrel/Balsam fading, Kestrel/Melody Fading (apx. \$50 plus installation each). Bob Hammond will drive around the neighborhood and note which signs will need to be replaced. He will let GTPM know and the replacement signs will be ordered under the maintenance line item of the budget.
  
  - b) Update from Matt Ostdiek, Rendezvous Engineering  
Matt and Bob Ablondi are in Cheyenne to meet with the Wyoming Water Development Commission about the water project that is in the works for the ISD. The ground water grant budget grew to include three 550'-deep bore holes. The grant request also includes performing a pump test for the well #2 and performing further tests on well #1, before doubling the size of the well pumps, as recommended in the Level 1 water system study. The exploratory well drilling and well pump test budgets were based on actual well contractor bids and include some contingency for unexpected expenses. The Melody Ranch groundwater exploration grant will be on the WWDC meeting agenda for November 13-15<sup>th</sup> in Casper, Wyoming. A representative from both the Melody Ranch ISD and Rendezvous Engineering will need to attend this meeting. They intend to begin drilling the exploratory bore holes

as soon as funding is approved. Rich noted that he would like the work to be done incrementally. Bob echoed that thought and added that it is the hope of the ISD that a deep well will be located close to the pump house to save on expenses.

Regarding the Landino home on Palomino, the utility locates were completed and Westwood Curtis Construction will be performing the excavation to locate the PVC pipe watermains. WWDC has taken the position that this work is only eligible for funding under the 20% engineering funds budgeted for the project. Matt Ostdiek was concerned that water main locations required significant additional work beyond the original engineering contract, due to the Landino structure encroachment into the Melody Ranch ISD easement. Therefore, deducting excavation costs from the engineering budget was not acceptable. After discussion of this issue with the ISD board, Rendezvous decided to try locating the watermains using a less expensive and less intrusive method. They will try locating the well supply line by excavating by the pump house and feeding a locate wire through the existing water under the road and through Landino's lot.

GTPM will communicate with the homeowner that the ISD no longer plans to excavate in their yard but will try to access the water line from across the street. However, this process does not let Landino's "off the hook" for building a structure on and over the utility easement. The ISD will request that Landino's not file an "after the fact" building permit at this time until more details can be sorted out.

The ISD authorized Rendezvous Engineering to move forward with the excavation with the understanding that the ISD will be responsible up to \$4,000 for the excavation contractor fees if the 20% project engineering cap on the project is exceeded at the end of the project. In the meantime, the excavation fees will be submitted for WWDC grant and SLIB loan funding under the 20% project engineering budget.

In regard to the lift station, Matt noted that over the summer the ISD authorized \$9,350 to be spent on the replacement of telemetry and water level motoring equipment. An expansion board will be required and will tie in the sewer grinder the back-up generator into the telemetry and alarm dialer system. With this additional equipment, the Advanced Pump and Equipment (APE) has provided a proposal to complete the entire sewer lift station telemetry and monitoring equipment upgrade for \$10,265.87 (including installation). Kent moved to approve this purchase and authorize the work to be completed by APE. Rich seconded the motion, and all voted in favor.

3) New Business:

a) Discuss an agreement between ISD/HOA

The ISD board would like to propose an agreement, a memorandum of understanding (MOU) between the HOA and the ISD about which entity is responsible for what maintenance is being done. This will include snow removal and landscaping of the storage area, pathway, entrance irrigation and vegetation maintenance, Irrigation culvert maintenance, bike racks, plowing of sales office drive and mailboxes. Bob will attend an HOA meeting to discuss this with that board.

b) Discuss replacement for Lee

Lee will be closing on the sale of his home in Melody Ranch on October 15<sup>th</sup> and will resign his position at that time. GTPM will announce the opening in the upcoming newsletter looking for someone to finish out the remaining year of Lee's 4-year term on the board.

c) Speed Bump request between the 2<sup>nd</sup> and 3<sup>rd</sup> speed bump on Melody Ranch Drive  
Request by Kent McBride to help slow down drivers in this section of road in melody Ranch. GTPM will contact the sheriff's office and try to get a speed sign placed on Melody Ranch Drive. There are already a lot of speed bumps and speed limit signs in that area.

d) Other

Margie Aeckerle called GTPM with her desire to ban buses, trash trucks, and delivery vehicles on the roads within Melody Ranch as they are too big and are bothersome and are wearing down the roads. She has contacted Melody Ranch about these concerns in the past. The board is not sure how to remedy her concerns or satisfy her request as it is unreasonable to not allow UPS, Fed Ex and school buses to do their jobs for the residents of Melody Ranch.

4) Financial and Delinquent Review

Rich moved to accept the financial report. Lee seconded the motion, all voted in favor. Demerie reviewed the delinquent report noting that one homeowner has been sent the intent to turn off their water on October 30<sup>th</sup> and the notice was published in the newspaper at an additional cost to the owner of \$90.

5) Adjournment 2:42

Next meeting will be Wednesday, November 13, 2019 at 1:30