

*The Meadows of Melody Ranch*

**ISD**

Board of Director's Meeting

Tuesday, August 11, 2015 at 5:00 pm – Wells Fargo

**MINUTES**

**CALL TO ORDER: 5:09**

Present:

Brett Kroger	Matt Ostdiek, Rendezvous Engineering
Bob Hammond	Demerie Northrop, GTPM
Rich Bloom	Tina Korpi, GTPM
Jim Gute, by phone	

**1) Approval of Minutes June 17, 2015**

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

**2) Financial review**

**a) Review 2015 Financials**

There was discussion about the financials and a shortfall in the operating cash account. The board will consider moving funds from the reserve account to the operating account.

**b) Delinquent Report**

Pink slips were sent to all homeowners who are delinquent or haven't paid their water charges. The board would like to start charging interest on any account over 60-days delinquent. GTPM will clarify with Nicole Krieger about filing a lien and what the procedure would be to turn off the water should it come to that on a late account.

Rich moved to approve the process of sending letters to delinquent accounts with the 1<sup>st</sup> letter going out after 60 days, a 2<sup>nd</sup> letter going out to 90 day delinquent accounts, an intent to file/shut off water letter after 120 days with the board having the final decision about shutting off water. Brett seconded the motion. All voted in favor.

**c) Wells Fargo Pricing Proposal**

Table this proposal until we can get additional clarification.

**3) Old Business:**

**a) Review with Matt from Rendezvous Engineering**

**i) Resolution for Wyoming Water Development Commission**

The application is due on August 15<sup>th</sup>. Nicole Krieger would like to review the application before it is submitted. Rich moved to engage Nicole to review the application and finalize a resolution for Bob to sign and send with the

\$1,000 application fee. Brett seconded the motion. All voted in favor. Rich will also work with Paul Vogelheim to get a letter of support from the County Commissioners to send with the application as well.

**ii) Review Rendezvous Engineering Projects and System Maintenance**

~ There have been sporadic alarm calls when the pumps don't cycle fast enough and Rendezvous has been making weekly site visits.

~ In July there was an overflow at the sewer lift station which was a result of people pumping from their crawl spaces directly into the sewer. A very small amount of leakage occurred and Matt will check into compliance as it relates to clean up and notification. Matt will create a list of the 70 homes that are directly connected to the lift station. Bob and Matt will work together to create a letter for those homeowners expressing the issue about connecting to the sewer and the consequences as it relates to a violation of that. Brett moved that anyone who is caught illegally connected to the sewer will be fined \$2,500 or the actual costs associated with related emergencies, whichever is greater. Jim seconded the motion. All voted in favor. Moving forward, once the letter is circulated, homeowners will be given time to remedy the problem and then any violators of the policy will be fined.

~ Rendezvous Engineering is still in the process of creating rule revisions as they relate to new construction.

~ Matt met with Wyoming Landscape to discuss getting meters on the entry, by the RV storage area and in Chickadee park. We should get detailed pricing soon – the ISD will purchase the meters and the HOA will pay for the water used. Matt will also look into how the irrigation water is measured in the Townhomes.

~ The EPA will meet with Bob and Matt on 8/13/15 at 1:00 to conduct a sanitary survey.

~ Matt recently met with Nelson Engineering to review the survey data that was collected. He will use that to move forward with the sewer camera/TV work that is to occur this fall. That should go out for bid in the next two weeks.

~ Water valve replacement will be done in the Fall of 2016.

~ Matt will trim the trees around the booster and lift station.

**b) Update on Leak Testing**

Letters were sent to the 16 homes that had leaks detected. Five of those homeowners have contacted GTPM to discuss the leak and the next steps. The ISD will need to discuss how to follow up with these homeowners to ensure the work was done. The curb stop itself is the responsibility of the ISD and the line from the curb stop to the house is the homeowner's responsibility.

**c) Update on speed signs/detectors**

Larry has received permission to use the town's speed detectors but they have not been installed yet.

**4) New Business:**

**a) Request for Stop Sign at Melody Creek and Balsam**

The clearing of vegetation should help the visibility at this intersection significantly. The ISD will revisit the request to get a stop sign at a later time.

**b) Sage Meadows Water billing**

Matt and Demerie will work together to figure out how to get the usage billing done most effectively and in a way that will capture all water use within Sage Meadows. Currently the low flow meter is broken and it will cost the ISD over \$4,000 to fix it. Each unit is individually metered, but it is unclear if there is a meter for the irrigation system or other community water usage.

**5) Adjournment 6:26**