

*The Meadows of Melody Ranch*

**ISD**

Board of Director's Meeting

Tuesday, August 9, 2016 at 12:00 pm – Wells Fargo

**Minutes**

**CALL TO ORDER: 12:03**

Present:

Brett Kroger

Tina Korpi, GTPM

Bob Hammond

Demerie Northrop, GTPM

Rich Bloom

Matt Ostdiek, Rendezvous Engineering

Larry Pardee

Ted, Rendezvous Engineering

Jim Miller

1) Approval of Minutes June 24, 2016

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

2) Financial review

a) Review Financials

The board would like to clean up the year-end financials by making adjustments to the maintenance reserve account. The desire is to make sure the maintenance reserve account is funded as budgeted showing a \$0 variance. To manage the cash flow impediment the board discussed moving money from the maintenance reserve account to the operating account. Brett moved to transfer \$50,000 from the maintenance reserve account to the operating account for that purpose. Larry seconded the motion. All voted in favor.

The board would like to see a breakdown of reserves for water systems, sewer systems and roadways. Larry will draft a policy as it concerns this separate accounting breakdown. Currently water and roads each comprise 40% of reserves with 20% earmarked for the sewer.

Rich moved to accept the year-end financial and the current year-to-date 2016-2017 financials. Brett seconded the motion. All voted in favor.

b) Delinquent Report

The board would like to amend the violation letters to include the costs a homeowner will be facing upon having the water to their home turned off. The second delinquent letter will include the information about the cost of publication as well as the shut-off turn on fees. The publication cost will be assessed when the final letter is sent certified as that is when the notice will be published in the newspaper (per state requirements).

3) Old Business:

a) Update from Rendezvous Engineering

The power went out, but everything seemed to work correctly. The lift station had to be turned on manually.

The previous high volume of alarm calls has been decreased significantly by working with Wyoming Landscaping to stagger the times when the irrigation is running. By doing this is kept the two large pumps from having to run at the same time which not only caused alarms calls but increased electricity use.

The sewer main repairs are all complete. 6 manholes were sealed and this project was completed under budget. There is a need to install a PVC liner within the 210 feet of pipe that runs under Flat Creek. The video monitoring indicated that hydrogen sulfide gas is creating corrosion of the lining within the mortar of the pipe. This work will increase the life span of the pipe by 50 years. It will cost about \$30,000 for the repair.

Rendezvous recommends the rebuilding of one of the small booster water pumps at a cost of \$6,300. The smaller pumps are what run in the winter when water use is low. These repairs should be done before the pump fails – it is rattling and showing wear currently. Rich moved to rebuild the small wattage pump out of capital reserves.

Brett seconded the motion. All voted in favor.

Matt will be focusing on applying for grant money from the Wyoming State Land and Investment board for emergency funding at their October meeting. The purpose of funds will be to replace the bolts on 50 (or so) valves that are corroding along the main water line. The cost could be \$200,000 for all of these repairs. The board will need to pass a resolution to accompany the application. Rich moved that the board approve Bob to sign a resolution authorizing submission of a federal mineral royalty capital construction account grant application to the State Land and Investment Board on behalf of the governing body for the Melody Ranch Improvement and Service District. Brett seconded the motion. All voted in favor.

Rendezvous will be giving Nelson data and information this week for the Water Development Study.

Purchasing and installing water meters for the HOA is still in process by Rendezvous and should be done soon.

4) New Business:

a) Speed bump requests (Melody Ranch Drive & Balsam)

Rich moved to install two speed bumps on Fallen Leaf and one speed bump on Melody Creek Lane near Lot s 183 and 185. Brett seconded the motion. All voted in favor.

b) Discuss billing options

The board would like every owner to receive a water bill each month regardless of whether there is a credit on the account.

c) Snow Removal contract

It is time to start looking at having the snow removal contract rebid. Currently Wyoming Landscape is working on a three-year contract which will expire this winter. The board will continue to discuss the bidding process and whether they want to pay a lump sum or try to have a minimum price with a per time fee after the minimum is reached.

5) Adjournment 1:42