

*The Meadows of Melody Ranch*

**ISD**

Board of Director's Meeting  
Thursday, April 11, 2019 1:30 pm  
Grand Teton Property Management

**Minutes**

**CALL TO ORDER: 1:36**

Bob Hammond

Kent Van Riper

Jim Miller

Rich Bloom

Lee Harris

Demerie Northrop, GTPM, (via phone)

Kelsey Bancroft, GTPM

Rob Bacani, GTPM

1) Approval of Minutes, February 20, 2019

Rich moved to approve the minutes of 2/20/19. Kent seconded the motion. All voted in favor with Jim abstaining.

2) Old Business:

a) Update from Matt Ostdiek, Rendezvous Engineering

- i. WWDC Project / Well Options. The critical step for the water system project to the compete the pump testing on Von Gontard's well. With all the February and March snow accumulations, we delayed this effort because we need to deal with the discharge water. We have obtained a DEQ discharge permit, and now need to work with the ranch to convey the water without causing damage or hinderance.

The negotiations to perform the pump testing will involve Dave Larson. Once this work is completed, we will be able to identify options and prepare preliminary project cost estimates. With the information we will then approach WWDC with potential changes for the project. Subject to that approval, we will likely consider drilling a deep test well sometime this summer.

Bob will contact Dave Larson and Bob Ablondi to discuss

- ii. Valve Repairs – Matt has discussed alternative contracting / bidding approaches with WWDC Staff, including bidding equipment hour rates, contractor prequalification, and changing to a construction manager type contract. He is working to determine options might be favorable without completely changing the contract document packages already prepared. He should be able to focus on this soon.
- iii. Sewer Lift station – The sewer lift station site was treacherous all winter due to the way the snow was plowed. Not that the snow is going away, we will focus on getting the

new telemetry system in place. He needs to work up some cost estimates, and hopefully be able to hire contractors already familiar with the systems we want to use to complete the work.

Rendezvous should contact GTPM in the future if this continues to be an issue in the future so plowing can be done to help give them access to the lift station.

- iv. Sewer Line Sag – No progress on this issue. We did not end up with a contractor on site doing the valve repairs. Snow has been deep this year. With the snow melt, groundwater levels are surely high right now.
- v. Intersection Drainage Issues – Bob contacted Matt to look at several intersection locations with drainage issues, given the snow banks present this winter. Matt recommends meeting the Bob and the ISD Board on site to determine potential improvement options and develop cost estimates and budgets. Matt might help to involve the immediate neighbors to these intersections for advice and support of any improvement options.
- vi. Existing Water and Sewer Operations – This winter has been fairly quiet and problem free, with only a few alarm calls mainly due to electrical power fluctuations. The systems have been running well.

b) Review Winter plowing/Spring Clean up

We are at the end of the 3-year contract with Wyoming Landscape. GTPM will check in with Nick Orsillo from WLC about rebidding for the next contract period. Kent will check in with the fire department about the possibility of adding flags on the fire hydrants and if there are any other issues Melody can do regarding plowing and the fire hydrants in the winter.

c) Sump Pump Letter review

The letter was sent earlier this year to all homes effected by the lift station. There was also a note in the newsletter to all homeowners about what not to put down the drain. The HOA has sent a flyer to all homes in the past about this issue. GTPM will check with the town and see if they have any literature they would like to circulate.

d) Delinquent letters in line with resolution discussion

There are a few edits in the second letter and the final letter that GTPM will make to be fully in line with the “resolution related to water shut off procedures for delinquent accounts” that the board adopted at the last meeting. Bob will sign the resolution, and have it notarized. GTPM will post the new resolution on the website and will mention it in the upcoming newsletter for May.

3) New Business

a) Pothole Patching

Bob will mark areas where the road should be patched. GTPM will ask Hunt Construction to complete those patches when they are there adding the new speed bump on Balsam. The board would like to have the speed bumps repainted this summer. Additionally, the board would like GTPM to contact Brian Schilling to have the pathway repaired through the section on Von Gontard's agricultural open space and the striping to be redone in the Melody Ranch road crossing areas.

b) Storage Plowing

There are several areas in the storage lot that are full of snow and people can't get their items in their spots as a result. GTPM will mention this at the upcoming Melody board meeting as there may be a few owners with boats or trailers in the driveways because they can't get in their assigned storage spaces.

c) Draft Budget

The board will need to review a draft budget at the next meeting in accordance with the state requirements. GTPM will send this to Lee for review prior to the next board meeting. There are no increases in water fees or property taxes proposed and the budget should remain the same as last year as no changes are anticipated.

d) Noticing meetings

The next board meeting will be held on Wednesday, May 22<sup>nd</sup> at 1:30. GTPM will put this in an invitation to Matt and all board members so we know who will be able to attend the meeting.

4) Financial and Delinquent Review

a) Rob from GTPM joined the meeting. Rich requested that the budget show separate valve repair phase 1 and phase 2 income and expenses. They would also like the valve repair to be further broken down to indicate which phase under which the work was completed.

b) There are no action items on the delinquent list this month. \$1,034 was collected in the last month for delinquent accounts and the current list totals \$233 in overdue water payments.

5) Adjournment 2:26