

The Meadows of Melody Ranch

ISD

Board of Director's Meeting
Tuesday, September 1, 2020 3:00 pm

ZOOM

MINUTES

1. CALL TO ORDER:

Bob Hammond

Jim Miller

Rich Bloom

Matt Hare

Kent Van Riper

Demerie Edington, GTPM

Matt Ostdiek, Rendezvous Engineering

2. Approval of Minutes, July 7, 2020

Rich moved to approve the meeting minutes from July 7th. Matt H. seconded the motion, all voted in favor with Kent abstaining.

3. Old Business:

a. Update from Matt Ostdiek, Rendezvous Engineering

1) **Existing Water Operations**

- Generator maintenance invoices – DO NOT PAY Issue regarding sales tax.
- Booster Pump #1 small water drip continues. (drip is less since last report)
- Control system issues: In June, Microm (Kanas) sent used replacement parts: analog card and power supply. System has been working normal since the parts arrived (without installing them!!).
- Water Quality Testing: Lead and Copper – 10 selected homes...Challenges collecting samples. Need to update sampling plan. Just received test results, no major issues. Will be sending letters to homeowners to report results.
- Maintenance Operations:
 - Exercising stops: Preparing a list of curb stops that could not be exercised due caps seized up, inaccessible, or debris in valve box.
 - Homeowner's responsibility for Curb stop – issues include landscaping, trees, berms, in-accessible riser box and debris issues. Compiling list for notices.

2) **Existing Sewer Operations**

- Control and Telemetry Upgrades Installed, work completed. - PLEASE PAY RETAINAGE
- Macy's cleaned out lift station.
- New Grinder installed early July. Runs quiet.
- Intermittent High Pump Amperage Alarms (Pumping rags???) - 6 calls since 7/7/2020
- Sewage flows—the levels have dropped:
 - Before irrigation season: Less than 15,000 gallon per day.

- Peaking June-July: 42,000 gallons per day
 - Currently: Down to about 20,000 gallons per day
- 3) Power Outage Last Sunday Morning 8/30/20 from 3:15 – 7:15 AM
- Manually turned on generator at lift station. No overflow occurred.
 - Multiple alarm calls.
 - Water booster pump station called with generator start alarm every half hour.
- 4) **WWDC Project / Ground Water Exploration.**
Exploratory Well Groundwater Well Project
- Spent thru May \$180,991.89 / Budget \$245,500
 - Work remaining: Final Report and analysis, close out contracts/permits, (estimated cost to complete: \$10,000)
 - Reclamation issues – Weed complaints.
 - Projected budget remaining: **\$54,508.11**
 - Test Hole #3 amended additional funding request to WWDC – Withdraw additional funding request on 8/10/2020.
 - WWDC issues – With the proposed pump upgrades, WWDC is questioning the need for a third well.
 - Request to use remaining groundwater exploration funding for third well test hole.
- 5) **WWDC Water System Improvement Project.**
- 10% Design submittal in progress.
 - Project cost estimate issues...first run was way over budget.
 - Items not included in the Level 1 Study Budget:
 - Pipe upgrades inside the booster pump building
 - Pump upgrades major piping modifications / check valve replacements
 - Phased pump replacement to maintain water supply during construction
 - Replacing the pump electrical control system (PLC)
 - Enlarged electrical lines to each well
 - New electrical conduit to each well
 - Landino easement / 12" water distribution line
 - Landino easement landscape reclamation
 - Melody Ranch Drive landscape reclamation
 - Improvement concept plan to accompany the 10% design submittal.
 - 8/11/2020 WWDC Letter – Main concerns:
 - By upgrading pumps in wells #1 and #2 (each to 800 gpm), each well will practically meet the projected peak demand.
 - However, there is no excess capacity if one well goes down.
 - Two weeks ago, early morning Tank Low level alarm – Both wells running (Approx. 675 gpm) and system demand just over 800 gpm. Tank level was drawing down. Minimum fire storage supply concern.
 - WWDC suspects third well desire related to serving a potential third party. The ISD confirmed this is not and never has been the case.
 - With existing well upgrades to 800 gpm can meet DEQ requirements, without a third well. However, if one pump goes down that only leaves one well in operation. DEQ requires water supply redundancy with one well and storage capacity equal to twice the maximum daily demand (2,012,000 gpd). One days well production plus the

storage tank is 1,452,000 gpd < 2,012,000 gpd (available production is short with one well.

- Considering 3-wells pumping 600 gpm, has operational advantages and reduces chance of having water surface drawdown below top of well screen.
- 6) **Valve Repairs** (No progress to report)
- Drinking Water-State Revolving Fund is requiring bid document revisions to award a time and materials-based contract.
 - Work Pending – Working out formula for contract award based on qualifications and price.
 - Proceed with bid process when authorized by State. Construction delayed until fall 2020.

The board is frustrated with the lack of progress

b. Discuss an agreement between ISD/HOA

Storage area, pathway, entrance irrigation and vegetation maintenance, Irrigation culvert maintenance, bike racks, plowing of sales office drive and mailboxes.

Kent has been working on this document. Demerie clarified that the HOA has concerns about the enforceability of the document and lack of definitions. They understand this to be a more formal and official document rather than just a simple description of which entity does what for the purpose of historical record in case the institutional memory is lost.

4. New Business:

a) 2020 Election

Bob and Matt are rerunning for their positions. Demerie will get the official voter list from the clerk in the coming weeks and ballots will be mailed out in mid-October.

With Jim's house being listed for sale he is anticipating vacating his seat on the board as soon as a new director is appointed. The board will look for volunteers to fill the vacancy.

5. Financial and Delinquent Review

Rich moved to accept the financial report. Kent seconded the motion, and all voted in favor. Rich would like to confirm that Rob is still reporting the financials on an accrual basis.

6. Adjournment 3:54