

# The Meadows of Melody Ranch ISD

Board of Director's Meeting  
Wednesday, February 23, 2022  
3:00pm MST- Zoom Meeting

## Minutes

Call to order: 3:15pm

Attendance: Bob Hammond- President  
Rich Bloom- Vice President  
Jim Hammerel- Treasurer  
Matt Ostdiek- Rendezvous Engineering  
Deb Lutz- GTPM

Approval of the agenda: **1<sup>st</sup> Rich Bloom, 2<sup>nd</sup> Jim Hammerel, motion passes unanimously**

Approval of the minutes: **1<sup>st</sup> Rich Bloom, 2<sup>nd</sup> Jim Hammerel, motion passes unanimously**

Old Business:

### 1. Matt Ostdiek- ACTION ITEMS

- a. Rendezvous Engineering 10% Design response letter to WWDO
  - i. On hold indefinitely
    1. Bob Hammond- the main reason this is on hold is because they are waiting on our "well" information. Once we get something going on the well site, we will have a concrete plan to present to the WWDO.
- b. Chlorine System- Bad solenoid valve
  - i. Repair parts are ordered
    1. Matt Ostdiek took apart the solenoid valve and found bad parts. A new valve is around \$1600 the parts replacement will be around \$600.
- c. 25 curbstops- Actions and addresses
  - i. No progress to report
- d. Clearing Willows at sewer lift station
  - i. Scheduled for this Spring 2022
    1. Rich Bloom- If GTPM can't do it, we may want to reach out to Evergreen Tree Care as they have done it in the past.

New Business:

1. Matt Ostdiek
  - a. Water System Improvement Project
    - i. Rendezvous Engineering billing accumulation
      1. Rich Bloom- put together a spreadsheet on this billing.
        - a. We can bill \$9737.20 to WWDO right now to get reimbursement for this portion of the billing.
          - i. This payment will come close to exhausting our 10% design budget.

1. **Board came to a unanimous decision to get this submitted right away using our 10% design budget.**
  - b. Jim Hammerel- Suggests we send a letter to WWDO letting them know that “Bills are accumulating and here is an approximate of some invoices/ overruns we will be submitting totaling at this time \$35,488.00.”
    - i. Rich Bloom- Debbie to on contact Nicole Krieger at Hess D’Amours and Krieger, to get invoice detail on the Landino and HOA easement legal billing to add to the above letter and the amount of \$35,448.00
  - c. Rich Bloom- suggests the ISD board put a policy together to stop accepting billings that are more than 90 days in arrears.
- ii. **Potential State of Wyoming grant and loan funding**
  1. Matt Ostdiek- State is getting some more funding. We need to get some preliminary numbers into them to put a place holder on some of this funding and overruns.
    - a. Rich Bloom- Suggest putting together a revised estimate of funding to get into them ASAP.
    - b. Matt Ostdiek- will work with Westwood Curtis on some prices and increases to our project to justify our increases across the board and get them into the State.
      - i. Bob Hammond- Matt Ostdiek to ask if a meeting with WWDO and the ISD Board needs to be set up to help build a repour and trust with the two parties.
- b. **Ground water Exploration Project**
  - i. **Test Well mobilization scheduled for third week in March**
    1. **Dover Drilling will be mobilizing equipment March 14, 2022, and begin drilling March 21, 2022.**
      - a. Bob Hammond- We need to nail down the exact location to drill.
      - b. Matt Ostdiek will put together a preliminary site design to put in front of the ISD and the HOA as soon as possible.
        - i. Jim Hammerel- suggests looking into contacting RomTech to help with any construction needs.
  - c. **2022 Water Valve Repair Project**
    - i. Westwood Curtis has ordered parts
    - ii. **Work scheduled to begin second week in March**
      1. Matt Ostdiek- Westwood Curtis may be there even a little earlier than originally expected.
      2. Matt Ostdiek- will work on a list of homeowners that will be affected and dates of water shut-offs by first of next week.

#### Misc. Items

1. Deb Lutz/ GTPM- **ACTION ITEMS**
  - a. **Memorandum of Understanding**
    - i. **Finalize and return to HOA for review**
      1. **Bob Hammond will attend next HOA meeting, March 7, 2022, to discuss and to help avoid any misunderstanding.**

2. Jim Hammerel- Maybe instead of an “MOU” we should just issue a letter of what each entity does for historical keeping and better understanding.
  - b. Wyoming Landscaping extension of contract
    - i. Wyoming Landscape will get back to GTPM
      1. Tina spoke with Nick. Melody Ranch ISD is good to renew contract. GTPM will present new contract for approval of Board as soon as they receive it from Wyoming Landscaping.
  - c. Homeowners with a pattern of 0 water use
    - i. Bob Hammond and Debbie worked to go over the 0 water use homeowners. Debbie has sent out emails to any suspicious ones. We suspect most to be “snowbirds”.
  - d. Double billing of water from Town reading in January 2022.
    - i. Debbie is working with the Town to come up with a way to make sure our homeowners are credited properly. This will show up on our February billing cycle.
  - e. Homeowner hot water leak and high-water use billing.
    - i. **Rich Bloom moves to reduce the corrected bill for this homeowner by 50%, this is both December 2021 and January 2022 readings, since they got right on the issue when notified by the ISD. Jim Hammerel 2<sup>nd</sup> the motion. – Motion passes unanimously.**
  - f. Tiered Water Billing System
    - i. Bob Hammond and Debbie met to review TOPS and its ability to perform “Tiered Water billing”
      1. Bob and Debbie met on Friday, February 18<sup>th</sup>. It appears the system can accommodate a tiered water billing system, but we will need to look a bit further into the programing of it.
    - ii. Jim Hammerel will meet with Debbie and Rob Bacani during March billing to see how TOPS works.
  - g. Spring 2022 Hofland Sweeping & Parking Lot Striping
    - i. Debbie will confirm scheduling early 2022
      1. This is confirmed and our painting will take place this spring 2022.
        - a. Rich Bloom- Debbie to contact Brian Schilling with Teton County Pathways to ask about cross walk painting.
2. New Board Member opening
    - a. Will be printed in the February newsletter.
    - b. Board members to reach out to fellow homeowners to recruit.

Set Next meeting date: April 13, 2022, 3pm

Adjourn: **Jim Hammerel motions to adjourn, Rich Bloom 2<sup>nd</sup>- Motion passes unanimously.**  
4:15pm