

The Meadows of Melody Ranch

ISD

Board of Director's Meeting
Tuesday, May 14, 2024 -- 1:00 pm
Zoom

Minutes

1. Call to Order 1:01
2. Attendance:
 - Bob Hammond- President
 - Kent Van Riper- VP
 - Jim Hammerel- Treasurer
 - Robert Wikoff- Board member

 - Rich Bloom
 - Matt Ostdiek- Rendezvous Engineering
- Demerie Edington - GTPM
3. Approval of Minutes
 - Kent moved to approve the minutes from April 11, 2024 and May 8, 2024. Robert seconded the motion which passed unanimously.
4. Financial Report
 - a. Year-to-date financials
 - Demerie reviewed the financials. \$205,937 has been collected as income so far this year. Operating expenses total \$216,243. There is a net maintenance reserve revenue in the amount of \$62,292. The operating account currently has a balance of \$3,396 and the maintenance reserve balance is \$430,503. An additional \$87,173.32 is expected to be applied to the bank account shortly, as the ARPA grant #3 has been sent to the ISD. Rich wondered why the water income was lower than budgeted. GTPM will check in to the billing to make sure everything is accurate.
 - b. Delinquent Account Update
 - With the payment of the most delinquent account, there is no need to turn off her water. There is one account that has received a second letter of delinquency. Demerie has been working with that owner to update their autopay information. That balance should be paid in full in the coming days.

*With a note about budgeting, the board does not think any adjustments need to be made to the tax collecting or water charges this year. Once the well work is done and the loan complete, we will have a better picture of future payments and expenses.

5. Business

a. Engineering Report

Water System Improvements Project

- 1) Exploration well completed.
 - a) Test pumping at 375 ft depth completed with a result of 125 gpm.
 - b) Drill rig removed from site.
 - c) Need to repair Melody Headquarters irrigation lines at drill site.
 - d) Geologist to analyze the test pump data which is expected to take 2-3 weeks.
 - e) Engineer to run gradation tests on cuttings to size well screen.
 - f) Need to prepare and execute approved change order for exploratory well pump test and additional 15 ft of drilling depth.
 - g) Weber Water and Well pay application #4 will be submitted soon.
 - h) Production well options: 8" diameter, \$110,000 verses 10" diameter, \$434,000.

- 2) ARPA Grant Draft #3
 - a) Amount originally submitted: \$88,180.85, however the amount approved for payment was \$87,173.52. \$1,007.53 was deducted for 15% contractor material markup. This was a State error and will be submitted again with future ARPA Grant Draft #3

- 3) Small Emergency Booster Pump
 - a) Piping and electrical installation completed.
 - b) Need to program operating parameters and start up pump.
 - c) Existing booster pump #2 mechanical seal is leaking more.

Water & Sewer System Operation

- 1) Water Storage Tank Cleaning
 - a) Midco Diving and Marine Services proposal signed for \$4,023.00, and the work will be scheduled with Saddle Butte water tanking cleaning sometime in the summer 2025.
 - b) Matt to obtain quote for new tank vent.

- 2) Generator Maintenance
 - a) Water System Generator: \$1,776.63 with battery replacement.

b) Sewer Lift Station Generator: \$1,181.00, plus \$285.03 if battery need replaced. Bob needs to sign a new quote for lift station generator.

3) EPA Sanitary Survey date: 3:30 pm, 8/26/2024

4) Sewer Lift Station

a) Due for cleaning (grease buildup)

b) Sewer Pump high amperage alarms – Month of April, 29 each / Current total for May, 12 each.

c) Information flyers – Do not flush “flushable wipes.” Matt contacted Town of Jackson.

b. Silver Star Discussion

Silver Star claims to have all the necessary permits in place. The only remaining items are being held up in conversations between legal counsels and working out language. A couple sticking points were the above ground markers, which the board agreed can just be a box in ground, rather than a pole or flag. The other issue is marking utilities. Matt Ostdiek confirmed that the water lines are 6-7’ down and the sewer lines are about 5’ deep. Owners should be marking their own sprinklers. The board would like Silver Star to state the locations and then the ISD/owners can respond as to if there are any utilities in that area.

6. Schedule Next Meeting

The next board meeting will be on June 13th at 1:00 to review the proposed budget.

The Annual official Budget meeting will be scheduled with all owners on July 11th at 1:00.

7. Adjournment 1:57