

HAMILTON CREEK METROPOLITAN DISTRICT

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, March 8th, 2022

The Board of Directors held a regular meeting at the Silverthorne Library on Tuesday, March 8 at 2:00 pm. Attending were Directors Bob Bruno, Ruth Carroll, and Chip Harris. District staff members present were Administrator Tom Oberheide, Bookkeeper Kelly Baldwin, and Operator Matt Willitts. Members of the public present were Bob Pietrzyk and Rhip Worrell.

1. CALL TO ORDER. President Bob Bruno called the meeting to order at 2:03 pm after verifying that a quorum was present and notice of the meeting had been properly posted.

2. APPROVAL OF NOVEMBER 9, 2021 MEETING MINUTES. The minutes were approved with a correction of a typo in the financial report (CH/RC,3-0).

Bob B had a few items of note to make the board aware of at this point. Norm Wright sent a Thank You card to the board for the \$200 gift certificate for all of his work in connection with legal matters.

Bob B asked Tom if there was any more information regarding the lots behind the Hebron's house. Tom said he did let Kim Hebron know that the 8" pipeline was discussed and that without an agreement with the Town of Silverthorne for an emergency connection the District would not be compelled to install the contemplated 8" waterline through open space in the vicinity of their project.

Bob B asked if the District was now utilizing David Greher and his new law firm for general counsel services and Tom verified that the District is engaged with Cockrel Ela Glesne Greher & Ruhland.

Bob B addressed a comment from the previous meeting regarding firewood storage on properties. Bob B said the HOA requirements are that wood stored must be screened by fencing or plantings.

3. OPERATIONS REPORT. The following operations topics were discussed:

- a. Matt recommended the District pay the annual Hach fee for required calibration and maintenance of water quality monitoring equipment for \$3900 for 2022.
- b. Matt obtained a quote from Common Knowledge Technology to install cybersecurity equipment at the water plant. Bob B secured a security audit "Grant" through the Colorado Special District Insurance Pool. The board discussed having Common Knowledge Technology work with the audit firm to

review current status and recommended improvements at a cost not to exceed \$5,000 for Common Knowledge Technology and Mountain Peak Controls costs.

- c. The Flock Rack project and the membrane replacement project are still in progress.
- d. The TENORM disposal quote from Snowbridge was reviewed by the board. The board voted to approve the proposal for TENORM removal which is expected to occur in early summer and require about 4 days of work on-site with heavy equipment near the water treatment plant. The work was approved to proceed for the amount of \$78,812.00 (RC/CH, 3-0).

4. FINANCIAL REPORT. We discussed the Property and Liability Insurance expense being so high compared to budgeted, and Kelly and Tom explained that there were some adjusting journal entries and the expenses were incorrectly posted to 2021 for 2020 and 2022 insurance expenses, and Kelly would fix the error. We discussed the road maintenance expense and Tom and Kelly reviewed and suspect some repairs were misclassified as repairs that should have been in capital expense.

Bob B asked about Triton Wireless bill, and Tom recalled that it is an annual expense for network connection for water plant facilities, but would have to ask Matt for more detailed explanation of the service provided by Triton Wireless. There was an additional discussion on Accounts Receivables, and discussion on some of the homes sold recently.

Bob P said he has reviewed the financials and did not find any items of concern and that everything “checks out”.

5. ELECTION. Tom said that as of the deadline to submit self-nomination forms for the 2022 election, he had not received more self-nomination forms than open seats on the board, and that the election may be cancelled. The board reviewed the Resolution to Cancel the Election which was approved (CH/RC, 3-0).

6. VOLUNTEER WAIVER. Tom presented the waiver template provided by the Colorado Special District insurance pool for the board to consider having volunteers sign the waiver before doing any volunteer work on behalf of the District. It is just a template form; the board directed Tom to edit and prepare a draft specific to HCMD volunteers for board consideration.

7. NEW BUSINESS. Bob B briefly discussed several items to inform the board of several issues including:

- a. The Fischer property on Eagle Wings is for sale; staff will make sure status request report includes past fees still owed.
- b. Cyber audit – already discussed in the operations report.
- c. Lichtenberger has obtained an easement on open space from the HOA for access

to his lot.

- d. Joe Ben Slivka has been actively involved in the Firewise Program. Other residents have asked why the District hasn't been more involved in obtaining grants for fire mitigation, but Joe Ben has been actively involved in this process.
8. DESIGNATION OF ROADS. The board reviewed and discussed the opinion provided by Joe Norris via email dated November 5, 2021. After a lengthy discussion, the board directed Tom to discuss further with Joe and David Greher next steps including methods to physically delineate where asphalt is maintained by the District versus maintenance by the homeowner and pursue obtaining easements where shared roads are on private property.
9. ADJOURNMENT. The meeting was adjourned at 4:08 pm.

Respectfully submitted by: Tom Oberheide