

# HAMILTON CREEK METROPOLITAN DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, November 14<sup>th</sup>, 2023

The Board of Directors held a regular meeting at the Dillon Community Church on Tuesday, November 14<sup>th</sup> at 12:00 pm. Attending were Directors Bob Bruno, Ruth Carroll, and Wendell Bond. District staff members present were Administrator Tom Oberheide, Operations Manager Matt Willitts, Operator Jochen Grauer, and Bookkeeper Kelly Baldwin. District Counsel Joe Norris attended remotely. Attending members of the public were Doug and Patti Schellman, Julie Hedman, and Bob Pietzryk.

1. CALL TO ORDER. The meeting was called to order at 12:06 pm.

2. PUBLIC COMMENTS. Doug Schellman discussed the events around the accident in late July when a contractor, while working on a project for owners at 31 Heather's Way Trail, hit and broke the HCMD watermain and the service line at 21 Heather's Way. When the contractor repaired the service line for 21 Heather's Way, the district operator inspected the repair and said he needed to see the curb stop as well before accepting the repair. The contractor said they would not dig any closer to the home at 31 Heather's Way without the owner being present and proceeded to bury the repair. Xcel gas and electric service also needed to be repaired, and Xcel could not start the work on their repairs until the hole was partially filled in to give them safe access to their power and gas.

At about this point in Doug's sharing of the events, Matt Willitts said that the operator, admin, and the board members were all aware of the series of events related to the issue, and asked Doug to come to his point. Doug replied that he is requesting that the Metro District repair the water service line to 21 Heather's Way per the district or inspector's standards.

The board thanked Doug for coming to the meeting and said they would consider his request.

3. APPROVAL OF MEETING MINUTES. The meeting minutes from September 12<sup>th</sup> were approved as presented (WB/RC, 3-0).

4. OPERATIONS REPORT.

### HAMILTON CREEK METRO DISTRICT WATER SOLUTIONS, INC. OPERATIONS AND MAINTENANCE REPORT NOVEMBER 2023

- Hamilton Creek flows had a minimum measurement of 73.3 gpm. The stream measurements are done for the year due to freezing.

- We had a water main break on 11/7/2023. It was repaired by Stan Miller excavating on 11/9/2023. 7 homes had service interruptions during this period.
- Summer maintenance programs completed since the last report are the annual valve exercise program, tank vault inspection to check heat tape operation. All signage has been installed.
- The PRV vault located on Storm Watch Circle needs the pilot tubing replaced on the low flow PRV. Both PRV vaults need to be tuned to check operation and pressure set points.
- The floc rack design by Plummer has been sent to a contractor for initial pricing estimates. We should have these any day, possibly before the board meeting. We will need to discuss recommended contractors and the bidding process.
- We have one pump at the stream that is not working. We have one compressor that is not working. We are in the process of sourcing replacements.

#### 5. ADMINISTRATION AND FINANCIAL REPORT.

- a. Bob Pietrzyk report: Bob Pietrzyk said he has reviewed the financial reports and reported that everything “looks good”. The board discussed several of the accounts that have a relatively high amount over due.
- b. 2024 Budget Hearing and Resolution to Appropriate Funds: The board entered into the public hearing on the 2024 budget (RC/WB, 3-0). There were no public present to comment, and the Tom said he had received no other public comments regarding the budget. The board closed the budget hearing (RC/WB, 3-0). The board discussed several items in the budget, and directed Tom to add \$30,000 to the budget for Forest Maintenance, and to add \$5,000 to the budget for road maintenance. The board also requested an additional \$1,000 to the budget for miscellaneous costs to cover donations to the Dillon Community Church for the use of their meeting room facilities in 2023 and 2024. The board approved the 2024 budget as presented with the 3 changes noted above (WB/RC, 3-0).

6. NEW BUSINESS: Bob B relayed a request to Tom to add Chip and Mollie Campbell to the mailbox request list. Bob B relayed updates on Forest Maintenance, Road Maintenance, and the finer points of the differences between the County Roads and private roads in Hamilton Creek. The HOA is pursuing adding a stop sign in the vicinity of Lakeview Circle and Hamilton Creek Road, and may approach the Metro Board asking for participation in that endeavor.

7. ADJOURNMENT. The meeting was adjourned at 2:51 pm.

Respectfully submitted by: Tom Oberheide