

ROARING FORK WATER & SANITATION DISTRICT
P.O. BOX 1002 * GLENWOOD SPRINGS, COLORADO 81602
Tel (970) 945-2144

November 19, 2024

Call to Order

Call to Order – The meeting was called to order at 3:00 pm.

Roll Call

Board Members Present

Brendan Matthias, Vice President
Tom Sherman, Board Member
Carter Barger, Board Member

Staff Present

Scott Grosscup, District Attorney
Brandyn Bair, District Engineer
Tonya Uren, District Administrator
Alan Leslie, Plant Operator

M/S/C Tom moved to excuse Ian Exelbert and Paul Goldstein, Carter second, all in favor.

Administrator's Report

October Minutes

Carter asked Tonya if she corrected the October minutes as he indicated on page 3, paragraph 1. Tonya confirmed that she incorporated the corrections. **M/S/C** Carter moved to approve the October 15, 2024 minutes as corrected. Brendan second, all in favor.

Accounts Payable

M/S/C Tom moved to approve the November accounts payable as presented, Carter second, all in favor.

Rate Increase Hearing

M/S/C Brendan moved to open the Rate Hearing at 3:10 pm. Tom second, all in favor. No members of the public were present. No questions or comments were received by the District on the proposed rate increase. Tonya published notice in Glenwood Post Independent, on the District's website, and emailed notice to the customers who provide their email address to the District.

Tonya outlined the following rate increase effective January 1, 2025:

- Increase Sewer Service fees from \$139 to \$146 per quarter

- Water Service Fees remain at \$70 per quarter
- Increase Water Usage Rate Tiers as follows.

Water Use:

| | |
|--------------------------|---|
| 0-31,500 gallons: | \$1.70/1,000 gallons – increase to \$2.00 |
| 31,501-135,000 gallons: | \$2.00/1,000 gallons – increase to \$3.00 |
| 135,001-206,300 gallons: | \$3.00/1,000 gallons – increase to \$5.00 |
| 206,301 gallons and up: | \$5.00/1,000 gallons – increase to \$7.00 |

These rates were included in the draft 2025 Budget. **M/S/C** Brendan moved to approve the fee increase. Carter second, all in favor.

M/S/C Brendan moved to close the Rate Hearing at 3:15 pm. Tom second, all in favor.

2025 Budget Hearing

M/S/C Brendan moved to open the 2025 Budget Hearing at 3:15 pm. Carter second, all in favor. No members of the public were present. The District did not receive any questions or comments on the proposed budget. Copies of the budget were presented to the Board for consideration. Tonya also published notice in Glenwood Post Independent, on the District’s website, and emailed notice to the customers that provide their email address to the District.

The Board reviewed the draft 2025 Budget at the October 15, 2024 meeting. Following Board discussion at that meeting, Tonya increased Director Fees to \$100 per meeting and recalculated interest rate income to 4.25%. Tonya also adjusted the capital expenses for the Ironbridge Lift Station project to reflect the progress payments to date.

The Board, having discussed and reviewed the budget, did not have further questions.

- **M/S/C** Brendan moved to adopt Resolution No.1 to set the Mill Levy at 7.4. Carter second, all in favor.
- **M/S/C** Brendan moved to adopt Resolution No.2 to adopt the 2025 Budget as presented. Tom second, all in favor.
- **M/S/C** Brendan moved to adopt Resolution No.3 to appropriate the following sums of money:
 - Water Operating Expense: \$ 333,421
 - Sewer Operating Expense: \$ 462,771
 - Developer Reimbursement: \$ 46,950
 - Capital Outlay: \$1,473,000

Carter second, all in favor.

Tonya confirmed the filing process of the 2025 Budget. Mill Levy Certification is due to Garfield County by December 15, 2024. Tonya files the budget with the Colorado Division of Local Government by January 31, 2025. The Division of Local Government does not review expenditures but confirms the District has presented a balanced budget, and it is available to the public.

- **M/S/C** Brendan moved to close the Budget Hearing at 3:20 pm. Tom second, all in favor.

Operator's Report

WWTP Dissolved Oxygen Probes

The aeration basin overflowed due to excess air in the basin. The Dissolved Oxygen Probes malfunctioned. The Aeration Blowers maintain basin levels and the blowers were turning on and off because of the probes. Alan pulled the probes and will review for repair or replacement.

Well Data Loggers

Alan installed data loggers in two of the three Aspen Glen wells to collect information on well levels. This is a step of SGM's well draw-down study to determine the production from the wells. The District currently collects data manually, but the data loggers will collect more continuous information, which includes pumping cycles. Each well has a 200 gallon/minute pump. During summer irrigation season when water use is at its highest, the well pumps can't match the high service pumps that distribute water to the tanks. The wells are permitted for 700 gallon/minute pumps. The well draw-down study allows SGM to evaluate data to assess current capacity and the ability to meet the demands of growth in the District.

Harvest Roaring Fork developers are asking how much of their PUD could utilize the current wells before building a water treatment plant. As an option, the developers asked if current wells could be upgraded to allow for more capacity in the interim. Brandyn spoke about water quality issues of under-utilized water lines and tanks if the developer installs before they are fully needed. Prior plans for the Harvest Roaring Fork property include a site for a water treatment plant. The WWTP site also has land available for a water treatment plant. The developer has water rights to allow it to draw out of the river and from well sites on the property. The test wells don't produce sufficiently to serve the development. The developer will dedicate water rights to the District as they are accepted into the District. The Board asked how deep District wells are, which are between 50-90 feet for the wells in Aspen Glen and Coryell Ranch.

Engineer's Report

Harvest Roaring Fork

The developers are moving forward with submittals to the Army Corps of Engineers to bring infrastructure across the Roaring Fork River and Cattle Creek. Brandyn reviewed the developer's plans for the pipe casings to be installed under the river and wetlands either by bore or open cut. The optimum time to do the work is in the winter because of low river flow and wildlife concerns. The developers want access to WWTP grounds for projected work on the river

crossing in January. The District's approval for access to work doesn't convey any overall approval of work or plans. Scott will draft appropriate agreements with the developer as needed to define the scope of obligation. Allowing the hole to be drilled to the plant does not convey easements at this stage. The developer's plans haven't been approved by Garfield County, but the developer is proceeding with a portion of work that can be completed and isn't dependent on PUD approval.

Ironbridge Lift Station Replacement

Brandyn is working with Phoenix to move forward with work at the lift station. The concrete basins had issues with leaks, but a water proofing product is being applied and producing acceptable results. The location of the sewer force main through the site is incorrect on the as-built drawings provided by the developer of Ironbridge. Because of this, the force main needed to be relocated around a manhole on the south side of the existing lift station. Brandyn worked with Phoenix on a change order for this work at an increase of \$27,659.67. **M/S/C** Carter moved that the District approve the completion of the work and the change order. Tom second, all in favor.

Phoenix had issues locating the sewer force main connecting to the existing lift station on the north side. Phoenix excavated the site where the as-built drawings indicated the line to be. When it wasn't there, the District hired a line locator to assist and hydro excavator to confirm the location and depth of the line. There are several utility lines that run through the site. Continued excavation to find the sewer force main is time-consuming and risks disruption of the utilities. The sewer force main curved from the manhole, through the street, and towards the existing lift station instead of the straight-shot shown on the plans. Now that the line is located, Brandyn will design the new connection and work with Phoenix to produce a change order for the work.

Connection Request to the District

The Teller Springs HOA president met with staff in October to inquire about future connection to the District's water lines. Brandyn will conduct an initial review for Teller Springs to consider. If work continues, the District will require a Cost Reimbursement Agreement with Teller Springs.

Brandyn and Tonya met with a property owner of acreage on County Road 109 near the Ironbridge entrance. He is interested in water and sewer service to the lower portion of the site that extends from access on the county road, up the hill, and backing to West Bank Mesa. The lower portion of the site is in the District's service area, but the back portion of the property is not. Brandyn will conduct an initial review for the owner to consider, which includes extending lines from Ironbridge along River Bend Way and across County Road 109. If work continues, the District will require a Cost Reimbursement Agreement to proceed with design plans.

Attorney's Report

Harvest Roaring Fork

Harvest Roaring Fork requested a Can and Will Serve Letter from the District to include in its application packet to Garfield County for approval of development plans. Scott drafted a letter to Garfield County Community Development outlining the location of the proposed development with the District's expanded service area boundary and its inclusion in the master

plan. There are no water or sewer services extended to the property, but the District can provide service subject to terms of a Pre-Inclusion Agreement, Cost Reimbursement Agreement, construction and approval of infrastructure, inclusion within the District’s taxing boundaries, and dedication of water rights, easements, and facilities. **M/S/C** Tom moved to authorize staff to send the Can and Will Serve Letter as presented. Carter second, all in favor.

Open Items not on Agenda

The Christmas Party is scheduled for 7:30 p.m., December 19, 2024 at Allegria in Carbondale.

Next Meeting

There is no meeting scheduled for December. The next meeting is January 21, 2025 at 3:00 pm.

Adjournment at 4:05 p.m.

Read and approved this 21st day of January, 2025.

Signed: _____

SEAL

Attest: _____