

## Leadville Sanitation Special Meeting Minutes for February 22, 2024

The Leadville Sanitation District (LSD) held a special board meeting at the district's office located at 911 S. Highway 24, Leadville at 3:15 pm on 2/22/2024. Board members present: Chair Ken Berger, Directors Robert Vigil, Mike Smith, Sterling Mudge and Jane Gowing. Staff present: Attorneys Joe Fattor and Allison Ulmer.

- A. Chair Berger called the meeting to order at 3:15 pm. The meeting began with an update from Attorney Allison Ulmer on the Mountain Pines/Martin & Martin matter. Martin & Martin have proposed to do a review of district documents to determine which sewer lines in the Mountain Pines development were accepted by the district and which ones were not. The work will be done on a contract basis and Martin & Martin will send a contract over to Ms. Ulmer. Per Attorney Fattor, he did not find any attachments (exhibits) at the Lake County Clerk and Reorder's office when he conducted his research. Ms. Ulmer stated that should the district want to place a moratorium on tap sales within Mountain Pines development, the board must pass a Resolution. Once the matter is resolved, the board can repeal the moratorium. The board would like to wait and see what Martin & Martin finds in their research before drafting a moratorium.
- B. Changes to the Agenda – None.
- C. Public Comment – None provided.
- D. Narduzzi Property – Jerry Porterfield would like to purchase the Narduzzi property on West 6th. The board discussed the issues with Mr. Porterfield, especially about a gravity flow sewer main to serve the property. Chair Berger and Attorney Fattor explained the district's procedure to install a sewer line extension which starts with completing an application with the district, followed by engineered drawing submittals and a construction agreement. Chair Berger recommended that Mr. Porterfield come back to the office on Monday when Ms. Salazar would be available to walk him through the entire process.
- E. Eagles Lodge Inspection – Board will decide on the outcome/resolution of the bi-monthly user fees matter pending what decision the Eagles Lodge Board makes. In addition, the board agreed to start using inspection forms when staff goes out to conduct site inspections so the district has a paper trail when making rate payer decisions.
- F. CJK Update - CJK has not provided any information if the water line size is a 2" or 4". District staff believes that the line is 2" and CJK says they believe it is a 4" line. However, the board voted at a previous meeting not to allow CJK to tee off the district's water line at the plant. Attorney Steve Bain's replacement, Danielle DiMauro, was notified of this action.
- G. Monthly Reports from the Plant and Office - The board asked for written reports from both departments. Ms. Salazar will summarize office operations, developments and any new JVA matters. Until a District Manager is on board, John Volk will provide a short written summary of plant issues. Director Vigil will review the monthly bills/checklist and Directors Mudge and Smith will alternate reviewing time sheets.

- H. Spending Limit – Procedures for purchases i.e. what project or purpose was the item purchased for. Director Mudge to write a procedure. Limit at a \$1000.
- I. Bylaws Update – Isuri is finalizing the document. Handbook in process.
- J. Job positions/descriptions – Board agreed to create a District Manager position and advertise for the opening with AWWA, Colorado Rural Water and SDA on-line publications. Staff has asked for supervision.

At 4:38 pm Chair Berger moved to adjourn, seconded by Director Vigil, all were in favor.

Said minutes were read and approved:

  
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Kenneth Berger

Attested:

  
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Jane Gowing, Secretary