

**March 14, 2016 Board Minutes**  
**Steamboat Lake Water & Sanitation District Regular Board Meeting**  
March 14, 2016

Meeting called to order at 6:00pm at the North Routt Fire Station #2 by Jim Hillman.

**Members present:**

- |                   |                   |
|-------------------|-------------------|
| 1. Kathleen Titus | 2. Bob Hulton     |
| 3. Jim Hillman    | 4. Dave Entwistle |
| 5.                |                   |

**Members absent:**

Jim Finegan, excused – ill

**Others present:**

- |                                      |                       |
|--------------------------------------|-----------------------|
| 1. Jackie Johnson, SLWSD Admin Asst. | 2. Greg Murray        |
| 3. Lanny Mack                        | 4. Rich Tremaine, Esq |
| 5. Linas Vaitkus                     | 6.                    |

**Approval of Minutes from 2-8-16; Jim H. motions to approve as written, Dave E. second, unanimous approval, motion carried.**

**Open Issues:**

1. Public Comments/questions welcomed. Rich Tremaine, attorney for SLWSD requested to brief everyone in attendance regarding the Petitions that KT Law has received for the request for exemption from the District. After the briefing of petitions, the Board will be asked for action regarding the next steps in the process. Rich informed the Board of the following: A) Rich shared the quantity of petitioners and how they were submitted with totals involving more than 250 lots (some occupied with homes and some empty lots), and an estimate on tax revenue that would affect the District of over \$12,000 per year; this is an estimate only based on the initial review of applications. B) Rich discussed the overview of the structure set in place regarding organization of the petition applicants. Since petitions have been received from all eight filings KT Law put together some like petitions found in filings 5-8 and suggests those 12 be evaluated in the initial round. The determination of this group of 12 was based on order of submittal to KT Law, the amount of deposit submitted was judged to be sufficient based on the initial cost quote of the process, and the location of lots relative to each other (north area of the district in filings 5-8), and similarity of filings. C) Rich distributed a document (on file) detailing KT Law's request for Board action on 4 items: 1-The Board approve the list of 12 recommended

applications (detailed in attached document) 2-The Board set a date and location for the public hearing to be held. 3-The Board set a date for next regular meeting and schedule an executive session with Rich to seek legal counsel on the matter of the petitions for exclusion and the next steps in the process. 4-The Board authorize the deposit of funds for the 12 applications by SLWSD's accountant, Scott Colby, into an account designated for this exclusion process. Dave motions to approve the list of 12 detailed by Rich, Kathleen second; 3 approve 1 oppose, motion carried – list approved. The matter of setting a date and time for the public hearing was tabled until April's regular meeting pending the response of the North Routt Charter School's community room schedule. Kathleen motions for the next regular meeting will be held on April 11<sup>th</sup> at 6:00pm at North Routt Fire Station #2 with an executive session being scheduled for 5:00pm to seek legal counsel with Rich regarding the next steps in the Exclusion process for petitioners. Jim H. second, unanimous approval, motion carried. Jim H. motions to authorize KT Law to direct Scott Colby's office to deposit funds for the twelve recommended applicants into a special fund, Dave second, unanimous approval, motion carried.

2. Additional item: on a separate matter of business Rich asks the Board to agree to a release of an original letter credit for Wolf von Carlowitz to his bank per the bank's request. Jim H. motions to approve this request, Kathleen second, unanimous approval, motion carried.
3. Quarterly newsletter – Jim F. to write, due by March 29<sup>th</sup> to Scott Colby's office. Suggested topics – address petitions, dog waste, upcoming SLWSD expenses. Jackie will e-mail Jim F. with reminder.
4. Signs for posting meetings in the district – we have approval from Routt County Road and Bridge to post on signs within the development. Jackie will follow up with Steamboat Specialties about plexi glass style signs similar to those in Steamboat at bus stops.
5. Bob requested a general Question and Answer sheet regarding petitions for exclusion from Rich so that we as a district are clear on the process and consistently informing those that ask. Rich agreed to prepare such information and distribute to the Board. It was recommended that this also be posted on our website.
6. Cooperative agreement with Fire Station and County was discussed and the document that Mike Swinsick of the North Routt Fire Station provided to SLWSD was distributed. This is tabled for discussion at April meeting.
7. Rules and regulations are up to date and posted on the website.
8. Newsletters on website – after public discussion, Jim H. motions to keep prior and current year of newsletters posted on the website. Kathleen second, unanimous approval, motion carried.
9. Election updates – three seats were up for election (Jim H., Dave, and Bob); three self-nomination forms were submitted by Jim Hillman, Dave Entwistle, and Robert Hulton; therefore the election is cancelled.
10. Vault question from realtor directed to state and county health departments – resolved.
11. Bob provided a service update – telemetry system wasn't reporting correctly for approximately a day, Bob and Jim F. worked to resolve the issue. Snow was cleared by Fair and Square at the water treatment area.
12. Audit exemption – this form required all board member's signatures, it was read and signed by those present. Bob offered to take the form to Jim F. to sign and then return the form to Scott Colby's office.
13. Mr. Greg Murray and Mr. Lanny Mack asked for personal notifications via email of all regular and special meetings. Jackie will inform them as requested.

**Next Meeting:** Regular meeting Monday, April 11<sup>th</sup> at 6:00pm at the North Routt Fire Station #2; Executive session for the Board to seek legal counsel regarding petitions scheduled for 5:00pm. Jim H. will send notice to the paper and Routt County Clerk and Recorder regarding the change/executive session. Jackie will post on the website.

**Meeting adjourned at 7:11pm by Jim Hillman**

**Minutes recorded by Jackie Johnson**

**Board Minutes approved: April 11, 2016**