

RAE SUBDIVISION COUNTY WATER & SEWER DISTRICT NO. 313
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
June 21, 2023 at 7 pm

Present:

Perry Hofferber, Board President
Rich McLane, Board Member
Bob Ingram, Board Member

Ken Ridgway, District Manager
Val Nolan, Secretary
Mike Stenberg, Hyalite Engineering

ORDER OF BUSINESS:

The meeting was called to order at 7:05 by Perry Hofferber, Board President. The meeting was held in the maintenance building at RAE Water District.

PUBLIC COMMENT: Mike Stenberg was available for questions concerning expansion of the water district. He also explained how the three engineering firms pulled together for RFQ for the Wastewater PER.

APPROVAL OF MINUTES:

The minutes from the May 2023 board meeting were reviewed. A motion to approve the May 2023 minutes was made by Rich McLane and seconded by Bob Ingram. The motion passed unanimously.

TREASURER'S REPORT:

The treasurer's report was reviewed for May 2023. Payments were noted for water meters, the service truck, and materials for the from Northwest Pipe for the manifold system/pipeline. A motion was made by Bob Ingram and seconded by Rich McLane to approve the treasurer's report. The motion passed unanimously.

OLD BUSINESS:

- The Health Reimbursement Arrangement has been revised, per Board discussion. It includes a 25% cap of annual benefit for rollover purposes. Please see attached plan and resolution R-230621. Request motion to approve. A motion was made by Rich McLane to approve resolution R-230621 and seconded by Bob Ingram. The motion passed unanimously. A request was made to send the board an updated personnel policy.
- Ken had a meeting on 5/18/2023 with Mike Stenberg from Hyalite Eng., Brock Athman from Allied Eng., and attorney Susan Swimley from Swimley Law. Susan has submitted a Memorandum of Understanding (MOU) for review between RAE Water District and the developers. I have attached the current initial version for the Board to look over and discuss. This process may take a few edits and back and forth to get what both sides are looking for in the future developments in RAE Water District. It was discussed to make sure the language is accurate in the service agreements.

- The Wastewater Request for Qualifications deadline was June 9th, 2023. We received one submittal back from Craig Madson with Allied Engineering. Allied has teamed up with Hyalite Engineering and Morrison-Maierle, in a joint effort to evaluate our current wastewater system and propose future repairs and expansions needed for the future of the district. These three firms have all worked with RAE Water District in the past. A motion was made by Rich McLane to move forward with a cost estimate for the Wastewater PER. This was seconded by Bob Ingram. The motion passed unanimously.

MANAGERS REPORT: (Ken highlighted the Manager’s Report-attached)

- Ken, Kevin and John have constructed and tested the manifold system for flushing out the Woodland Park infiltration galleries. The manifold system works very well and no treated effluent was spilled onto the ground.
- Val has been working on launching the new website. The new web site should be up within the next few weeks.
- RAE Water experienced a power outage on Sunday and Monday of Memorial Day weekend. Kevin, John and Dean were able to keep the generator running and were monitoring the plant processes. The electrician was able to repair the issues.
- Falcon Hollow #2 is up and running. The radio issues were resolved. This well has been chlorinated, flushed, and tested before it was put back into service on 06/05/2023.

NEW BUSINESS:

- Water conservation. RAE Water District has been implementing suggested water restrictions over the past few years. Ken is recommending that RAE Water reissue the water restrictions for irrigation season of 2023. Ken also further recommends that RAE Water make these restrictions permanent as the recommendations are: plenty of water to maintain a healthy green lawn without overusing our fresh water resource. Further district water conservation is needed, as well as possibly a new Ordinance for RAE Water District conservation standards. Request further discussion on this subject. A motion was made to reissue water conservations guidelines and post on the web site, water bills, and mail boxes. A flyer will be considered next month.
- It is approaching time for our two-year audit. The District will be using Amatics CPA Group to audit FY 2022 and FY 2023. They have done our past three audits. An engagement letter is attached and will need to be signed. It will begin toward the end of September 2023. Perry Hofferber signed the agreement.

NEXT MEETING: The next meeting will be held July 19th, 2023 at 7 pm. Discussion was held concerning the August 2023 meeting as Ken will be gone. It was agreed that we would meet on August 23rd.

ADJOURN: Rich McLane motioned to adjourn the meeting at 7:57 and this was seconded by Bob Ingram. The motion passed unanimously.

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Attached: Manager's Report: Manager

- Ken, Kevin, and John have constructed and tested the new manifold system for flushing out the Woodland Park infiltration galleries. The manifold system works very well and no treated effluent was spilled onto the ground.
- Val has been working on launching our new website. She has been inputting information into the new website that is pertinent to the RAE Water district. Changeover to the new website should happen within the next few weeks.
- RAE Water experienced a power outage on Sunday and Monday during the Memorial Day weekend. Kevin, John and Dean, were instrumental in keeping the generator running and monitoring the plant processes while we were in emergency operations. The cause of the outage was one of the three-phase fuses blew on the Huffine Ln. power pole that feeds the RAE Water compound. After two days addressing the issue, it has been resolved.
- Falcon Hallow well #2 is up and running. The well was having communication failures, that resulted in not communicating with the automated system. The radio firmware was not letting it communicate. This well has been chlorinated, flushed, and tested before it was put back into service on 06/05/23.