

**Will-O-Wisp Metropolitan District
956 Wisp Creek Drive
Bailey, Colorado 80421**

Wednesday, October 11, 2023 - 6:30 p.m. MST

BOARD MEETING MINUTES

- **Call Meeting to Order**
 - **President Merriman called meeting to order at 6:31 p.m**
- **Roll Call of Board Members**
 - **President Merriman and Vice President Surampalli attended virtually; Secretary Knudsen, Treasurer Weidner, Director Preisinger attended in person.**
- **Approval of Prior Meeting Minutes**
 - **September 13, 2023 – Tabled to October 18, 2023 meeting for approval.**
- **Public Comments—None.**
- **Plant/System**
 - **TIN Project (State Grant) update**
 - **WET Testing Completed on September 26 – Per previous vote board.**
 - **Mike Towner Request**
 - **Lone Rock manhole covers & WOW Valve Box Risers**
 - **President Merriman motioned to vote for approval, Treasurer Weidner second. Board unanimously approved (5-0). Total estimated cost \$568.00 for parts. WOW employees can do the install.**
 - **Surface Main Break @ 163 Silver Spring Road**
 - **This was discovered during an inspection by the prospective home buyer. The Board was alerted to the break by a potential buyer/buyer's broker. The Board discussed a reasonable time frame to allow repair. The repair must be made as it affects the District system.**

reviewed generally the criteria that the BOCC would need to consider for approval and that if residents or the District were to make comments in opposition they might focus on the failure to meet criteria especially in regard to residential nature of the area. The BOCC meeting/hearing is scheduled for October 24th.

- Special Meeting for Directors/Districts 101/ Roles & Responsibilities
 - October 18, 2023 at 6:30 p.m.
- Special Accounting Project/Analysis Update
 - The CPA requested certain information to begin review. Administrator Holder will gather that information for Attorney James to pass along.
- Code of Conduct
 - Board reviewed and had no edits. President Merriman motioned to approve, Treasurer Weidner second, Board unanimously approved (5-0). Will be executed at Special Meeting on October 18, 2023.
- **Finance/Administration**
 - Treasurer's Report
 - President Merriman provided overview. The District is already at 200% of the 2023 budget for sludge hauling and the Board directed Administrator Holder to increase the 2024 budget for that line item accordingly. Terry is trying to confirm a possible discount with one of the contractors depending on flexibility of pick up.
 - 99% of property taxes were collected as of September 30.
 - Administrator Holder confirmed that an Amended 2023 budget should not be needed.
 - Approval of Bill Payments
 - The Board had a question about a missed payment and Administrator Holder confirmed it was an issue with autopay. Director Preisinger noted that when locate tickets come in, if the District does not complete them, there is a charge to the District. The Board discussed that the locate

requests come into the admin email and should be auto-forwarded to Mike. Vice President Surampalli will set that up.

- President Merriman motioned to approve the bills, Treasurer Weidner second. Board unanimously approved (5-0).
- Delinquent Water Accounts
 - President Merriman provided overview. WOW Bookkeeper/ Admin confirmed late fees to be added after 45 days. Director Preisinger asked about a shut off notice for 4 accounts over 91 days and Administrator Holder confirmed she will send these.
- SIPA Discussion for WOW Online Water Bill Payments
 - President Merriman & Administrator Holder provided overview. Cost would increase as it is % of transaction not flat fee. However a better system compared to NCR.
- Lone Rock 2022 Service Fees
 - Vice President Surampalli provided high level overview. Will be diving in to provide update to Lone Rock regarding tap fee question. Attorney James has reviewed the Agreement with Lone Rock and will follow up with Vice President Surampalli for some clarification. Sebastian Preisinger noted that he has records on usage that he will forward for the evaluation.
- ADP
 - President Merriman downgraded our account to only payroll services. We have been paying for HR services as well that have never been used. Previous package was \$158.49.
 - This brings ADP down to \$50.65.
 - Saves the district \$1,294.08 per year
 - However, there are much less expensive PEO's that we should look at using since we only run payroll once a month. Both President Merriman and Administrator Holder have possible options to review.
- WOW Newsletter Bulletin Board Posting

- Treasurer Weidner will continue to post at WOW's 3 bulletin board. Attorney James noted for clarity that there is no legal requirement to create a newsletter or for its posting.
 - 2024 Budget
 - November 8, 2023 meeting will be the official budget hearing. Attorney James confirmed her office had published notice of same. Administrator Holder confirmed she will make changes to draft budget per the discussion and direction at this meeting.
- **Architectural Control Committee**
 - 172 Silver Springs Rd – Replacement Deck Approval 10.2.2023
 - 57 Sunlight – Shed – ACC to review
- **Old Business**
- **New Business**
 - **Century Link**
 - Vice President Surampalli provided high level overview for Century Link not servicing modems in our area any longer. Will be signing up for Tmobile internet through Costco. This waives set up fees. Should bring internet to \$50/month. In the meantime, Vice President Surampalli is donating a spare modem. Grant options may exist for bringing fiber optic to the area.
 - Treasurer Weidner noted that part of the sludge hauling issue is that the driveway is sinking and the truck will not come down it if there is any question of getting stuck. Treasurer Weidner was able to arrange a temporary repair for \$200.00 to get the truck down recently. He is collecting estimates for more permanent repair. Treasurer Weidner made motion to ratify the \$200.00 expense, President Merriman second, and the Board unanimously voted to ratify same.
- **Miscellaneous District Items**
 - The Board discussed that they questioned whether previous counsel Coaty Marchant Woods had also represented Adam Shirley and/or his entities while representing the District, and during the course of the Exclusion process for

ASKAG parcel. Previous Board members that are currently on the Board said they were not aware of that.

- **Public Comments—None.**
- **Adjourn**
 - **President Merriman adjourned the meeting at 8:10 p.m. upon Motion by President Merriman, second by Treasurer Weidner, and unanimous Board approval (4-0 as Vice President Surampalli left the meeting at 8pm)**