

Approved 04/20/2022

**GLACIER VIEW MEADOWS  
ROAD AND RECREATION ASSOCIATION  
WATER & SEWER ASSOCIATION  
JOINT MEETING MINUTES**

**March 16, 2022**

Meeting held via Zoom Meeting ID: 890 5083 5742 Passcode: 053549

**ATTENDANCE:**

Water and Sewer (W&S)

Dan Barbour – President  
Wayne Schroeder –Vice president  
Karen Turner –Treasurer (via zoom)  
Larry Peterson – Secretary  
Lynn Johnson – Director

Road and Recreation (R&R)

Don Herman – President  
Jim Petrie –Vice president (interim)  
AJ Shilling – Treasurer  
Paul Burek – Secretary  
Cavender Andrews – Director (interim)

**STAFF:**

Larry Maybon – Manager  
Mary Keller – Community Relations/Office Assistant

**ESTABLISH A QUORUM:**

All are present in person or via Zoom and a quorum was established.

**CALL TO ORDER:**

Dan Barbour, President, Water & Sewer Association, called the meeting to order at 3:00 p.m.

**REVIEW AGENDA:** Move Item 9, Old Business item a. and b under item 6. Move item 11, New Business a thru d, to below Item 9.

**REVIEW MEETING MINUTES DATED:** January 19, 2022.

The January 19, 2022, meeting minutes were approved as submitted.

**MANAGER’S REPORT:** Manager, Larry Maybon presented the manager’s report. (inserted)

**Water & Sewer Association**

1. 12<sup>th</sup> filing- Filter Tech installed a new monitor system to help regulate the chemical mixtures.
2. 4<sup>th</sup> well house – New meter and pumps set in place for the new well, (\$210). State requires a SOP and blending ratio of current wells with new well, with additional water sample process controls and flow meters. This is due to the last uranium test being over the state requirements. The blending results will hopefully lower the next test results. Two new flow meters have been ordered for the new state requirements (\$2066).
3. The recent water issues updates: There was one major leak located on a resident’s own line in the 7<sup>th</sup> filing. The stress of the water demand and emptying of the main tank caused an electrical failure and faulty pump, electrical wiring repaired and temporary

pump in place. A new pump will be installed this Friday (\$1218) and new control box at the same time (\$485).

4. Another leak was also located on a residential line in the 9<sup>th</sup> filing, causing issues in the small well house, minor plumbing repairs required.
5. Wastewater, state requirements are changing on having backup pumps on site, a jet mixing pump has been ordered to have on site EOM (\$898).

### **Road & Recreation Association**

1. The grader required new mull board shim replacement, in house repair, parts (\$586).
2. Various plow repairs completed, one new rubber tip and bolts, hydraulic hoses. (\$527).
3. Slash update: Larimer County is in the process of working on burning our piles and a future plan, no dates or further info at this time, they are having a meeting next Wednesday.

### **Joint Items**

1. 2015 Ford a few new parts and in house repairs, new battery, brake pads, one rear caliper and rear differential gasket (\$323).
2. The office received a new roof (4-tab shingles) thru an insurance claim, Insurance paid \$7959, the grand total was \$8668, out of pocket expense for the HOA was \$709.
3. The staff replaced the gate 8 outhouse roof, material cost (\$260).
4. The new Yardi program is in the process this week being installed and will take some time with learning pains. The new program in time will allow the HOA to email residents letters, the quarterly Viewpoint could be sent via email, a cost savings later, and eventually allow residents to pay their dues and look at their ledgers online.
5. A new outside payroll company will be tried next month, ADP on a pay period process to aid in the future of accounting. A charge of \$60 per pay period with no long-term contract to sign.

### **TREASURER'S REPORT:**

#### **A. Water & Sewer Association**

Dan Barbour, Water & Sewer Association, President, presented the report.

The Water & Sewer Association completed the 5<sup>th</sup> month or 42% of the fiscal year.

Account 001: Income is at 111% and Total expenses at 40%. Account 002: Income 88% and Total expenses at 37%. Account 003: Income at 81% and Total expenses at 33%.

Consolidated Totals: Income: 97%, Administrative Expenses 35%, Operating Expense 38%, Payroll 37%, Total expense 37%.

#### **B. Road & Recreation Association**

AJ Shilling, Road & Recreation Association, Treasurer, presented the report.

The Road & Recreation Association completed the 8th month or 66.7% of the fiscal year.

Dues collected are 101.1% of budget and total income is at 108.6%. Total expenditures are at 60.84 % of budget. Total remaining funds (carry forward) \$282,004. Capital

Reserves currently available \$195,846. Trash budgeted income is 100.3% of budget and trash expense is at 72.8 % of budget.

**OLD BUSINESS (Road and Recreation):**

- A. Board of Director Interim appointment: The board via email discussed the recent resignation of David Birks and possible candidates to fulfill his term. Don Herman moved to appoint Jim Petrie as an interim director to fill the vacant seat. Unanimous motion passed. Board appointments and ex officio duties:  
Don Herman – President, (Rules Committee), Jim Petrie, Vice President, (Nominating Committee) , AJ Shilling, Treasurer, (Budget Committee), Paul Burek, Secretary, (Ecology Committee), Cavender Andrews, Director, (Architectural Review Committee).
- B. Architectural Review Committee ex-officio: Cavender Andrews volunteered to accept the ex-officio position for the ARC.

**NEW BUSINESS (Joint):**

- A. Set Annual Meeting Date: Paul Burek, Road & Recreation, moved to hold the Annual meeting on June 25<sup>th</sup>, 2022. Larry Peterson, Water & Sewer 2<sup>nd</sup>. Unanimous motion passed.
- B. Permanent Mail in ballots: Current guidelines require the membership to vote in person at the annual meeting. Because of Covid meeting restrictions the Association switched to mail in ballots in 2020 and 2021. It was stated that mail in ballots is favorable because it makes it easier and is fairer for members to vote if they cannot attend the annual meeting. Don Herman, Road & Recreation, moved to continue mail in voting this year and in future years. Lynn Johnson, Water & Sewer, 2<sup>nd</sup>. Unanimous motion passed.
- C. Budget committee updates:  
Road & Recreation: AJ Shilling, Board ex-officio, reported for the budget committee. Committee members are Linda Petrie, Fred Delano, and Robert Lewis. Their first meeting will be held on March 24<sup>th</sup>. The committee will report their recommendations to the board at the April 20<sup>th</sup>, board meeting.  
Water & Sewer: Karen Turner, Board ex-officio, reported for the committee. Committee members are Jerry Tucker, Ron Ames, and Stan Sayler. The committee is in the process of setting a meeting date this month. The committee will submit their recommendations to the board at the April 20<sup>th</sup>, board meeting.
- D. Manager transition/new hire process:  
Don Herman stated that there will be two avenues of activities. One avenue will be the hiring process i.e., posting the position, accept applications, review, scrutinize applications and set up the interviews for those applicants. The second avenue will be to make sure the associations continue to run smoothly in the interim between when Larry leaves and the new manager is hired. The operational team will not replace Larry, they will rely on the staff to continue with the work they normally do. The team will keep the board informed and help in escalation type of decisions. Don Herman, Road & Recreation, moved to establish an operational team and a hiring team. Larry Peterson, Water & Sewer, 2<sup>nd</sup>. Unanimous motion passed.  
**Operational team:** Don Herman & Jim Petrie, Road & Recreation and Larry Peterson, Water & Sewer.  
**Hiring team:** Paul Burek, Cavender Andrews, Road & Recreation, Karen Turner, Water & Sewer. Larry Peterson 2<sup>nd</sup>. Paul Burek will write a job description and send it to the team for comments/changes, then send it to the Boards for approval.

- E. Dan Barbour stated that Larry Maybon is the Radiation Safety Officer (RSO) of the water treatment plant in the 12<sup>th</sup> filing. This is a budgeted line item that the Association pays the RSO from now and Larry has offered to continue with this service. Larry has also offered to be available as a consultant during the interim process at a rate of \$50.00/hour.

Don Herman, Road & Recreation, moved to retain Larry Maybon, as the Radiation Safety Officer until his service is no longer needed. The Associations will also pay Larry \$50.00/hour as a consultant on "as needed" basis during the transition period. Lynn Johnson, Water & Sewer, 2<sup>nd</sup>. Unanimous motion passed.

#### **APPLICABLE COMMUNITY/ COMMITTEE REPORTS:**

- A. Glacier Gals: Beth Sammond, Glacier Gals, President reported for the group. The group is planning on resuming pancake breakfasts starting with Memorial Day, May 30<sup>th</sup>. On behalf of the Glacier Gals, Beth suggested combining the Annual meeting (in person voting), Firewise and the annual BBQ, making it an all-day affair and community event. The group believes this would attract more and newer residents. *Dan Barbour suggested putting this as a New Business item during the next board meeting.*
- B. Ecology Committee: Linda Petrie spoke for the committee. The Ecology committee held their first organizational meeting of the season on March 8<sup>th</sup>. The meeting consisted of a planning session for weed mitigation, trails, nature garden and the speaker series. Volunteers agreed to take the lead in all four areas.
- C. Architectural Review Committee (ARC): Cavender Andrews, Interim Chair., reported for the ARC. The ARC continues to meet virtually. The committee received three applications for review: Color change, residence and deck extension all were approved. At a later date, Cavender will recommend a Chair for the ARC.

**PUBLIC INPUT:** Not counting Board and staff there were six members present in person or via Zoom.

A member asked what the long-term plans are for keeping community system members in water during the draught years. Larry stated that association has started the process with the installation of the new well and will update water infrastructure as the budget allows. Continue to educate new members concerning water conservation, and if needed implement water restrictions. Water leaks anywhere in the system are critical to the water supply and difficult to locate. This is another area where education is an important factor.

#### **OLD BUSINESS (Joint):**

- A. Association Merger process. Wayne Schroeder, Water & Sewer, lead the discussion stating that we should consolidate the associations and let's not make the restructuring any more difficult that it is. Merging the two associations into one brings us to a more modern entity under Colorado Common Interest Ownership Act (CCIOA). The Road & Recreation Association has the power to operate easements, water supply and sewage disposal systems etc. It is Wayne's opinion that the water court has no legal need to approve or disapprove a merger of the associations. The Board of County Commissioners

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approved the lay out of Glacier View Meadows many years ago, but the county commissioners do not approve amendments to the articles of non-profit corporations. Larry Maybon suggested that the board gather accurate facts, costs, savings, pros, and cons of a merger and take an official survey of the membership. It was stated that the survey along with fact gathering information and a 'pros & cons' list could be distributed through the May newsletter.

Don Herman, Road & Recreation, moved to appoint Wayne Schroeder, Water & Sewer, AJ Shilling, Road & Recreation, and Dan Barbour, Water & Sewer, as members of the team to investigate merging our two association into one with Wayne taking the lead. Wayne Schroeder, 2<sup>nd</sup>. Unanimous motion passed.

**ADJOURN:** Don Herman, called the joint meeting at 4:15 pm.

Don Herman motioned to move into RR Executive Session – Affirmative Vote 2/3 quorum required C.R.S. 24-6-402-(4)f – Road and Recreation residential rule violation concerns. Unanimous motion passed.

The board emerged from executive session at 4:50 pm.

Respectfully submitted, Mary Keller