

DURANGO WEST METROPOLITAN DISTRICT #2  
MINUTES FOR THE REGULAR MEETING  
January 18, 2023

- I. Call to Order  
President Carly Thomson called the meeting to order at 5:04 p.m. Other Board Members present were Directors Beverly Lawrence, Derek Ryter and Wayne Schrader. Also present: Jane Looney, District Manager; Stacie Tucker, District Accountant and Dave Marsa, Water/Wastewater Operator. This meeting was conducted via phone conference.
- II. Election of Board Officers – Beverly moved to elect Carly as President. Wayne seconded. Motion passed. Beverly nominated Wayne to serve as Treasurer. Derek seconded. Motion passed. Wayne made a motion to nominate Beverly as Vice-President. Derek seconded. Motion passed. Carly Thomson is President, Beverly Lawrence is Vice-President and Wayne Schrader is Treasurer.
- III. Resolution 2023-01 setting time and place of regular board meetings and District postings. Beverly made a motion to approve Resolution 2023-01 with the following changes: add July to meeting exception clause and remove reference “due to COVID”. Wayne seconded. Motion passed.
- IV. The minutes of the November 18, 2022 Regular Meeting were presented for approval. Wayne made a motion to approve the minutes as presented. Beverly seconded the motion. Motion passed.
- V. Administration
  - A. Financials
    1. Jane presented the accounts receivable list for December 2022.
    2. Accounts payable were presented for approval. Wayne made a motion to approve the accounts payable. Beverly seconded. Motion was approved.
    3. Financials – Financial statements ending December 30, 2022 were presented. The Wastewater and Sewer Funds are slightly over budget and will need a supplemental budget adjustment.
  - B. Water & Wastewater Operations
    1. Water and Sewer Operations Report – Dave reported that the power outages caused a few issues like Well 10 needing to be reset. He said that someone had built a cabinet over the well treatment building motor he guessed to reduce noise; but he will have to take the roof off to perform maintenance.
    2. Wastewater Operations Report – an electric transformer blew out. It took two days for LPEA to install a new telephone pole. Then the power went out again but Dave didn’t know about it because DW1’s phone at WWTP was no longer supported and he wasn’t told. He and Jane will work to get a new phone line for the SCATA notifications at wastewater plant. However, the two outages will likely impact the ammonia level for January.

### C. Roads and Open Space

1. Snow Removal Update – We have received a few complaints about snow plowing. Jane dealt with these on an individual case basis by contacting the contractor and then responding to the resident. The board discussed the issue of deep slush, the size and number of recent storms, and being realistic about what is doable. The board will see what happens over the next month.
2. Open Space Update – a ponderosa pine is leaning on district greenbelt behind 78 Cedar Drive. Woodchuck assessed it as possibly coming down in a strong wind. It will remove the tree tomorrow for \$800 and would charge an additional \$400 to remove the dead wood in spring or we can let residents use for firewood. Jane said we can apply for a safety grant from our insurance provider to recoup half of the cost. The Board discussed the possibility of doing initial fire mitigation on a property adjoining the district that our Fire Mitigation consultant has suggested would benefit the district by reducing overall fuel density. Beverly motioned to pay \$7500 for mitigation work if we can get a matching grant from Wildfire Adapted Partnership. Wayne seconded. Motion carried.

### IV. Business

1. Elections Procedure - Resolution 2022-02 to Appoint Elections Officer. Beverly made a motion to adopt the Resolution designating Jane Looney as DEO Designated Election Official. Wayne seconded. The Resolution passed.
2. Job Description for Board Members – the board approved of the job description with title: Board Members Roles and Responsibilities. They will review via email for any other edits so that it can be sent out to prospective board members.
3. Approve Notice to Acquire Easement through Condemnation – Beverly motioned that the district intends to acquire the easement for LPEA upgrade and the board authorizes the issuance of the letter to the owners as required by the condemnation statute. Wayne seconded. Motion carried. The board wants to make sure that Shaw is going to cover all legal and other costs associated with condemnation.
4. Other District Correspondence: snowplow too fast; big windrow; hydrant access – kudos to fellow neighbor; ponderosa pine leaning; ROW clarification/in by laws; mail building – Fedex left packages; Aspen Drive slush; two solar panel permissions; use our own plows or other service – he could pick up his blade better at driveways; no street sweeping – where did the money go that was allocated for it.
5. Newsletter items – snow storage and easement; call for nominations

### IV. Adjournment – Beverly motioned to adjourn meeting. Wayne seconded.

The meeting was adjourned at 6:35p.m.

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Jane Looney, District Manager / Secretary