

# APPROVED

**Wilson Arch Water and Sewer Special Service District**  
**Notice of Regular Meeting**  
**Wed., November 1, 2023 6:00 pm MST,**  
**Agenda**

- I. Call to order Call to order 6:00 PM
- II. Roll Call / Quorum All board members present: Craig Simpson, Doug Gorman, Eric Linscheid
- III. Approval of August 29, 2023 minutes Craig-motion to approve, Eric 2ed.
- IV. Approval of agenda Craig-motion to approve, Eric 2ed.
- V. Old Business
  - 1. WASSD Policies and Procedures 3.4, collection procedures to start Jan 1, 2024  
Craig: policies in place
  - 2. Website ready to launch: Eric
  - 3. Qtr 4 Newsletter? Eric will submit around Nov 15th
  - 4. Update on Wilson Arch SSD Water Improvements Plans (SRF grant)
    - A. Opinion letter: Ongoing
    - B. Insurance of bond done-accepted by DDW
    - C. SKADA update - communication via fiber optic of water system to computers/  
water manager Concerned about cost. Do the bare minimum.
    - D. Bidding estimate (was Sept).
    - E. Volunteer time 60 hours for just physical labor.
- VI. New Business: Prepare tentative budget to be approved on the Nov. 30 regular meeting
  - 1. Welcome Kristi Taylor to bookkeeping
  - 2. Discuss format of transparency budget
    - A. List vendors and payments: This can be a mess. Kristi will submit state required reports. Doug sent the last one, Kristi will submit to state auditor quarterly for transparency. Eric to send Krist login info to state auditor
    - B. List parts vs labor: Itemize everything but have a separate tab for it. State wants a clean spreadsheet

C. Separate page for SRF grant.

3. Water budget deficit -\$7051

A. Cost of 6" main pipe line leak - fixed twice

B. Cost of insulating West side pump houses (3 structures)

C. Cost of installing door on Eastside control house

D. Cost of legal Reduce cost of legal to \$5000

E. Loss of impact fees

F. Outstanding water fees

G. Mandatory reserves for SRF grant-payment starts Jan 1, 2025

Craig-down to \$1500

4. Community Sewage deficit. -\$2600

A. \$1375 collected. Paid \$2060 for pumping one tank on south side - never pumped in 20 years

B. Estimate \$900 - \$1800 to pump north side septic and possible second south tank

C. Install \$600 worth of access hardware to inspect and pump tanks. Never installed. Volunteer labor

D. Raise sewer fees for cottages on east side septic in 5 year plan. What are our options to pay bills? Approx  $\$31.25 \times 11 \text{ units} \times 4 \text{ quarters} = \$1375$ . About \$4300 - \$5200 in bills projected

i. RCAC advice / others: Craig and Eric attended work session with Matt Kennedy of RCAC

ii. Standby fee? For septic, no

iii. Special assessment? For septic, no

iv. Raise fees Yes

E. Outstanding community sewer invoices

VII. DDW mandatory reports.

A. Submit source protection plan

B. Submit Large Underground Waste Disposal System

VIII. Community questions

IX. Board comments

X. Adjourn 6:40 PM

Administrative Board

Chair: Eric Linscheid

[bodwassd@gmail.com](mailto:bodwassd@gmail.com)

907-539-6829

Secretary:

Doug Gorman

[bodwassd@gmail.com](mailto:bodwassd@gmail.com)

970-596-0869

Treasurer

Craig Simpson

[bodwassd@gmail.com](mailto:bodwassd@gmail.com)

601-297-8288

**Wilson Arch Water & Sewer SSD.**

Wilson Arch Water & Sewer SSD is inviting you to a scheduled Zoom meeting.

Topic: SSD budget

Time: Wednesday, Nov 1, 2023 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82509777920?pwd=Nlh1K1o4N0VtVGVEWVGJ5aythR3hBUT09>

Meeting ID: 825 0977 7920

Passcode: 463603

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- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
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- +1 386 347 5053 US
- +1 507 473 4847 US
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