

Scofield Reservoir Special Service District

MEETING MINUTES – June 4, 2026

IN ATTENDANCE:

Rudy Metelko Chairman – Scofield West - Absent

Val Johnson Vice Chairman – Campsite

Jerry Zumbrunnen - Clear Creek

K.C. Williams - Singleton

Scott Olsen - Forester

Rick Davis– Bolotas

Christian Brynner - Attorney

Soleil Marrelli - Administrator

Geni Hawk - Secretary

Steve Carlson - Steve's Plumbing

1) Roll Call –

Please excuse Rudy he's out of town today. We'll go ahead, with our meeting, as scheduled, please go around the table and state your name. Val Johnson, Rick Davis, Scott Olsen, Steve Carlson, Jerry Zumbrunnen, K.C Williams and Christian Bryner. Thank you.

2) Review and possible approval of minutes from previous meetings -

Was there anything that anybody saw from that that we needed to have any attention to, or can we get a motion to approve our last meeting.

Motion – K.C.

Seconded – Scott

Unanimous

3) Review of Financial Report –

Did everybody have a chance to review the financial report before the meeting? Rick Davis had a question – Is our account all under a money market, or is it checking? For \$193,000 we're getting \$546 on interest. I know the interest is low out there. Is that the best? Soleil said she wasn't sure about the interest. Val asked if there are any other questions or comments about the financial report?

Motion – Rick

Seconded – Scott

Unanimous

4) Review and adopt new ordinance to impose additional fees for extra pumping of tanks

Christian asked Do you all have this old ordinance from 1988? I think that's the starting point. Because that's the one that set forth how we calculate our billing. If you look at that, and if you go to page two, there's a definition there, section eight, residential equivalent. It says residential equivalent shall mean that quantity of sewage generated by typical family occupying a single-family residence. Customary plumbing fixtures attached to the district sewer system. Each residential unit, or commercial unit, is defined here and shall be deemed to be equivalent to one residential equivalent for billing and calculation purposes. Residential

equivalent shall be equal to 125 gallons of sewage effluent. Then if you go to section four, on page four, and you go to section two, it says, total annual operation, maintenance, and replacement costs for the district shall be recovered through use or charges placed on all users of the system. The monthly user charge, based on residential equivalents, which reflect the estimated average monthly usage of a typical residential unit. Each residential unit shall be deemed to be equivalent to one residential equivalent. If you look at schedule A, it says it's based on those residential equivalents. That we're billing the whole district together based on what we deem to be the average home within the district. So, it's not done on a per unit basis, and nobody's calculating the sewage on a per house basis. There's really no way to measure that. Unless it's a tank that you're pumping out. Everything goes to our electric pump system for the purpose of getting it all into a tank that is then pumped out from time to time. Steve stated everything gravity flows into a septic tank and then out of the septic tank, into the pump tank, and then it's pumped up into the leech field. Val stated that's the liquids that's pumped up there. Steve stated that the solids settle in the bottom of the septic tank or dissolve in a septic tank. Val stated that there really isn't a lot of pumping going on and said it happens every three years. Steve said we really haven't needed to pump any of septic tanks out. Christian asked if we pump Helsten's more. Steve answered, Helsten's and Pannier's go into a tank and then we pump them out. They don't go to a leach field. Scott stated everybody needs to understand there's two kinds of pumping. There's the pumping of the stationary pumps, and then there's the pumping when Steve calls the back truck to come and pump. Christian verified that there's the pumping into the leech field, and then pumping into a truck. Steve stated that Helsten's and Pannier's pump into a truck. That's all they do. Everybody else pumps into a leach field. Val asked Steve if there is something that you put in each of the tanks to help break that up and dissolve the solid waste. Steve stated that there is material you could use, but we haven't needed to use it. Our bacteria's making enough. Christian states that the easiest thing to do is to amend the old ordinance. Kind of keep it in place. Helsten's are not officially represented on the board. Right? Probably the easiest way to assess this, is to say, look, because everything is calculated on a monthly usage and what we estimate to be the average. One way to do this is to say, Helsten and Pannier, you're going to be deemed as separate subdivisions within the district. Because every subdivision right now is represented on the board by a member from their own subdivision. Except for Helsten and Pannier, which is something that was brought up in the past. We will tell them we are going to calculate the usage for each subdivision separately. Then you've got this definition of a residential equivalent, that says, the residential equivalent is based on what we think everybody in the whole subdivision uses. Essentially, 125 gallons per day. K.C. states that is way too low. Christian responds that's another reason to look at this, we might need to change these rates altogether, too. Is it possible to calculate the average usage per cabin site subdivision? Could we calculate that and then assess each subdivision separately? Is that too much work to do? K.C. stated that we're all required now to have meters if you have a water share. To Price River Water District. Val asked if it is 125 gallons of solid, or is it 125 gallons. Christian said it's just 125 gallons of sewage effluent according to the ordinance. Per cabin, per day. That's quite a bit. Rick stated that he and Steve have talked about this a little bit. In the winter, they're vacant. If you take that number, 125, and people aren't even using it for six, seven months of the year. That's probably a pretty good number. But if people turn water on and let it run all the time, then we're running into a little bit different problem here. Christian asked if it is possible to calculate? I guess what I'm concerned about is saying, Helsten, Pannier we're going to impose a different charge on you, and you guys don't have a representative on the board. You don't have anybody here to speak on your behalf, but we're going to make your rate higher than anybody else's. The other thing that occurred to me is, everybody's paying for some of the electrical for these lift stations. That is included as part of the fee. But Helsten's and Pannier aren't causing any of the expense for the lift station. We are doing somethings separately at least the power is by subdivision. Jerry stated that he asked some questions about Clear

Creeks power. The district isn't paying for their street lights. Steve states there's a meter on the pump house. Jerry agrees and states there's three people he spoke with, John DeHaas, who bought the town, and then sold the property back to us, and he doesn't remember anything about it. And I talked to Ted, and he originally said he didn't remember. But I talked to Mike Erkkila, and he said, what happened was, when they were doing the system up there, the sewer district was planning on trying to find a place to build a building and put their power in that building. Clear Creek told the district that they have the building, so let's use the same building. I don't know if our power bill is a lot higher or not, or what the situation is, but the homeowners' association president came to me and said he didn't know because it has been 40 years ago a lot has changed since then. Is our power bill way out of whack from other subdivisions? Soleil stated that she gets the invoice from the HOA once a year, and then pays half of what they've already paid. It was a little over \$2000 for the year for Clear Creek. Jerry said the HOA figured that was going to save a lot of money by not having to build a separate building. Steve asked if we share the cost of that pump house with the HOA? Soleil said we pay half of the power. Jerry stated that it is Clear Creek's building. Steve said in that building is the sewer pumps, and also the water pump for the city. Jerry said the actual water pump is in there. I think its just power. Val stated they're just pulling power from that building. Steve agreed and said the sewer pumps aren't in the building, but that's where the power is pulled and measured from. Rick asked if each one of the residents in Clear Creek pays a sewer fee. Jerry confirmed. Rick then asked if it is based on the power use. Christian answered by saying that the sewer fee is based on what's in the ordinance. Everybody's paying \$300 per year. The reason I brought up power is because we all share in the power, the cost for electricity. Every subdivision shares in paying the power, except Helsten and Pannier don't use any power. Everybody's contributing to that. Helsten and Pannier are paying the \$300 annual fee, that is going to power that they don't use. There could be an argument from Helsten's and Panniers, that goes both ways. They might say we're contributing to costs that we don't get the benefit for. If we're saying that we're going charge them more for the sewage removal. I don't think that's a very large percentage of what they're paying. The power cost, comparatively. Val asked if that would be our next step of homework, to figure out what we're paying for power? Christian responded I don't know that you need to get that detail into it. We need to know if Helsten's is pumping out more than 4,000 gallons a month. When you look at our schedule 8, that's contemplating 4,000 gallons a month. Anywhere between one and 4,000, we're saying we're not going to charge you any more than the annual unit price that is now \$300. Val asked how many gallons gets pumped out of there each time they pump it out. Steve responded 1,500. Helsten's gets pumped maybe four times a year. Val added that would be 6,000. They may fall within the R2 in our ordinance. Christian said that would give them a higher rate. The thing is that a lot of the cost is anticipating that these gallons are going into a leech field, and not just being removed, whereas theirs is going to be different. How do you want to assess them if all they're doing is being pumped into a truck? Should they be assessed separately? Rick stated that we don't have any way of knowing how much we pump out of Bolotas. All we have is a power cost. You could figure out how many cabins are in that area. How much are being pumped out, and then assess it accordingly. But if we're talking about power, we can't measure apples to oranges. Val states it's usually about every three years that the other subdivisions are pumped out. Steve mentions that he measures with a rod that he sticks down into the tank that measures the solids that are in the bottom of the tank. If they start to become excessive, then we pump them out. If they continue to maintain a level, then we don't even worry about it. Most of them right now have about 12 inches of solids in the bottom of the tank. Christian asked what the cost is to pump out a tank. Val said the same as when Helstens is pumped. Steve said Helsten's tanks are bigger so it would be significantly more. Soleil stated Helsten's is about \$770 for both tanks when it gets pumped. Christian said it seems like they should get one pump or half a pump that's on the house based on that. Val said we could let them know based off of our schedule A that if they are using 4 to 8,000 gallons, that we're

going to assess them \$600 a year instead of three. That might keep them in check, as far as, let's try and keep our numbers under 4,000. Honestly, \$300 to \$600 is nothing. If you're talking about several thousand that we're paying. Christian states we have to look at the statute, and the statute says before we can increase a fee, we do have to have a public hearing. We can't approve this today no matter what. I think we do need to specify that this rate covers electrical for the lift stations, putting it into leach field, a general maintenance and an occasional truck. My concern is imposing a separate fee on these guys without giving them representation on the board. Rick stated like Val said here's the average market. This is what you're going pay on an R2 if you go over 4,000. There is not a public hearing that's necessary if we're following our own organization. Val agrees and says if we tell them, here's what we pumped out of your tank, here is our rates. This year we're going have to assess you \$600 based on our schedule A. I think we would have to draft a letter to them and let them know that we are going to increase their annual fee and send a copy of our schedule A with the letter. Scott states there's some simple math to determine the cost per user. If we could get Soleil to find out, A, how many cabins are in the special service district and then we can subtract, two cabins because of Helsten and Pannier. Then add in the power for the pumping stations. We add in the maintenance, less the pumping from the trucks. We're going to arrive at a figure. Steve's Plumbing has got to be included because they do check their tank, but don't really do anything with it unless they call the truck. You can leave them off the maintenance schedule to figure costs. We have Steve's contract, we've got the power usage, and then just divide it by the number of cabins, and that'll tell us what the encumbrance is each year per cabin. This schedule A should read amended schedule A to those hooked into the drain field. If you're not on the drain field, this really means nothing. We're looking at a cost to the special service district that is well above what the rest of us are paying, we're subsidizing Panniers and Helstens. That's where we're going need a public hearing. Christian agrees and adds we need separate assessments. They're connected to us, but they're connected in a way that's completely different than the subdivisions. Val suggests we have a schedule B, that is Helsten and Panniers. Christian agrees and adds any cabin that is not within a subdivision is entitled to one place on the board. Scott agrees. Christian asks if they are the only two cabins that are not otherwise in a subdivision. Christian says it might be easy to do theirs, and just say, you're going pay the actual cost that incurred to pump your sewer out. Welcome to the board. K.C. states the BOR has vaults in Singleton's, and they pay Got Poop to come up and pump it all the time. Are we going have to pay for Got Poop to pump out that vault. Christian asked for the BOR? Why would we? K.C answered because they're Singletons. Val asked if K.C is talking about the outhouse they have at Singletons. Does that outhouse go into our sewer? K.C. says No, they would not hook up to our sewer. Val asks if the sewer district pays them to come up and pump that vault? K.C. says no. But doesn't see why they couldn't be charged for their vaults because they didn't want to hook on the sewer. They figured 2 years of non-use, they could abandon everything there. Scott disagrees because they aren't utilizing the district for anything so they are not an encumbrance. Christian asks if Singleton's is different. We don't ever pump any of their tanks. Steve stated Singletons is just like the other subdivisions. It'd be interesting to find out what the initial agreement was with Helsten's and with Pannier. Christian stated that he didn't think there was anything in writing. Val says moving forward on this issue, I don't know that we can push all of this. Obviously, you can get us the costs of the electrical and stuff like that, but what do each one of us need to do to, for next meeting, to decide what direction we're going to go with this? Steve suggested that we invite a representative from Panniers and one from Helstens to our meeting and ask them what their thoughts are about all this and tell them our concerns. Inform them that it truly cost us a ton of money to pump their cabins. Maybe get their thoughts. Christian states let's invite these guys in, tell them we want to put them on the board, and tell them we're going do a new ordinance that's going to charge them actual costs. Someone from the board or maybe two people from the board should call them, as well as a letter being sent. Tell them we'd like

them to come to our next meeting, and we want to discuss adding the non-affiliated cabins to the board, and discuss what we need to do to assess them properly. Soleil, let's draft a letter. Val asked if we need to have some hard numbers put together for that meeting, saying this is what we're looking at, per cabin that falls within Schedule A. They're costing us 50 bucks a day. You're costing us \$700 a day or \$200 a day. That's why we're bringing you in. Christian suggested it would be good to have a revised version of this ordinance still that brings them in, that we can show them, not to necessarily prove, but to say, this is what we want to do. These are the two different schedules we're very tentatively looking at. I know that really doesn't allow us to recoup our costs this year, but going forward. The board agreed to add this item to the next agenda, discussion with representatives from Helstens and Panniers regarding the need to update or revise rate schedule.

Motion – Val

Seconded – Scott

Unanimous

5) Steve Carlson – update on sewer system

Val asked Steve if he has any updates on the sewer? Steve answered No. Everything's running well, blowing down drain. I have an occasional pump that'll act up and call me once in a while, but nothing's been major. I think a lot of it has been lightning related, trying to interfere with all the technology, and shuts off the pump. Then it's just a matter of resetting it, and it's back online again. So far, they've all reset. We still have a bad pump at, Singletons. That we've got to replace, but you guys don't use very much water. Val asked what the plan is for replacing that pump. Do we have one? Steve answered Yeah, just waiting on the company that replaces them. When they get a minute, they will come up and replace them. Val stated that the district appreciates all you're doing to keep things going.

6) Todd Thorne – Discussion on allowing a new hookup for Ash Jenkins (Sportsman's Hunting Adventures LLC)

Val told the board that's that little triangle piece just north of Bolotas. Val stated to Todd that the board didn't know much and needed him to tell the board what Jenkins was wanting to do. Todd said that he does not have any proposals from them. There are concerns about where they want to develop them, they are right on the lake shore. It's not really feasible to run a sewer from their cabin to the closest man hole. The concerns are if it is developable it would have to be connected to the sewer because of the location of the lake. The other concern is they may not have a big enough foot print to develop a cabin where their property is. Val asked about an easement across the neighbor's property. What is the process to get an easement? Val asked Steve if they would be able to tie into the sewer from that distance. Steve said that there are two man holes that would be possible. Val stated that it is a possibility but they would need to get permission from that land owner for the easement. Rick asked if it would be up to the board to request an easement from the land owner. Todd answered if its going to be an easement then it would be the district that would need to do that. But if it is going to be a lateral then the property owner would need to get the easement and be considered a lateral to connect to the man hole. If it's a lateral then its something the property owner needs to take care of instead of the district. Scott asked if the district should require the property owner to provide documentation of the easement. Todd said that the board should get it as well as recorded on any property owners that the easement crosses. That way anyone who buys the properties will know there is an easement across the property. Ash Jenkins would also need to go through a zone change. Its really not developable.

The board agreed that Ash Jenkins would need to get approval from the land owner for the easement and the county planning and zoning's approval before the district approves a new sewer hookup.

Todd said that if he sees anything from Ash he will get it over to us but that he hasn't talked to him in over a year.

7) Itemized Rocky Mountain Power Bills

Val asked if this item was from the last meeting. Soleil said yes and that the bills were the itemized bills. K.C. asked if we could get the Rocky Mountain Power bills quarterly instead. In the past Rudy had mentioned maybe get the bills for the summer when the cabins are being used. More power is being used in the winter because of the pumps. Soleil stated these bills cover all the subdivisions that totaled \$648 for five months except Clear Creek. Clear Creek has an HOA that sends the bill for the entire year at the beginning of the following year and the district pays half of that which was around \$2,000. Jerry asked how the power bill compares to the other subdivisions. Soleil stated that its pretty close for the year. Val stated that we may be paying a little more but that we didn't have to put the building up. Val asked if we need to put a new separate meter up. Scott said that Helsten's and Pannier could come back and mention that Clear Creek is separate. Christian states that they could but we would be up front with it. It's a little disproportionate, guessing a few hundred dollars. Jerry mentioned at the last meeting that someone mentioned Clear Creek using their sump pumps and putting it down their drains. There will always be someone that leaves their watering running for the winter. Most people leave their furnaces on all winter so their pipes don't freeze. They don't leave their water on like they used to. Steve states that if there is a lot of run off then the pumps run more. A lot of the run off goes into the man holes. The board agreed that Clear Creek is not a bigger encumbrance than the other subdivisions.

8) Memorandum of understanding – Clear Creek Utilities

Soleil stated that in the last meeting the board was wondering why we pay half of the Clear Creek utilities. The document provided was the only thing that was found pertaining to the Clear Creek Utilities. Steve stated he thought we were concerned because of how they were metering the pump house.

9) Other business that may be brought before the Board

No other business

10) Adjourn

Motion – Val Johnson

Second – Scott Olsen

Unanimous



Val Johnson, Vice Chair



Date