

RAE SUBDIVISION COUNTY WATER & SEWER DISTRICT NO. 313
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
September 17th, 2025 at 6 pm

Present:

Andrew Williamson, Board President
Nikki Penniman, Vice President
Rich McLane, Board Member
Bob Ingram, Board Member
Perry Hofferber, Board Member

Brain Peck, Morrison-Maierle
Ken Ridgway, Manager
Val Nolan, Secretary
Kevin Cook, Developer
Torri Cook, Developer Assistant
James Connolly, Hyalite Engineers

ORDER OF BUSINESS:

The meeting was called to order at 6:00 by Andrew Williamson. The meeting was held in the main office at RAE Water District.

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MINUTES:

The minutes from the August 2025 board meeting were reviewed. A motion to approve the August 2025 minutes was made by Nikki Penniman and seconded by Perry Hofferber. The motion passed unanimously.

TREASURER'S REPORT:

- The treasurer's report for August 2025 was reviewed. A payment was made to Christie Electric for \$9079 for the fuel point station, Story Distributing, \$1364 for fuel to load the station, and to Morrison Maierle, \$6279 for demand study. Val noted the charge in bank fees from last month was from Paya, our online payment processor, and was refunded in August. Val Nolan gave an update on the upcoming audit, which will hopefully be completed by November or December 2025 meeting. A motion to approve the treasurer's report was made by Nikki Penniman and seconded by Bob Ingram. The motion passed unanimously.

OLD BUSINESS:

- The water tank MOU for utility parcel agreement final for review, discussion. The agreement was reviewed and changed to \$5,000 overage being paid by Genmar Enterprises due to miscalculation on impact fees. There was further discussion on impact fees as they are receiving credit based upon 2023 impact fees when this property has not been annexed nor is there a service agreement. The original service agreement for water expansion MOU included Woodbury Grove, Woodland Park Ph6A, B, C and Sierra Vista Ph 2. A motion was made to approve the MOU [Utility Parcel for Water Tower and Wells] by Perry Hofferber and seconded by Rich McLane. A possible change to impact fee calculations will be discussed in the future.

- Further discussion on water tank color choices. James Connolly from Hyalite Engineers stated we had some time before color decision needs to be made. Sky blue was mentioned as a color for the water tank. Further discussion on this in future months.

MANAGERS REPORT: Ken

- DLM Excavation replaced 5 water service line leaks. This has reduced the time that our pumps are on, thus reducing cost and gallons per minute pumped.
- RAE Subdivision well house flow meter has been replaced. The total is approximately \$9,000. A question was asked in relation to RAE Subdivision concerning Minder Park and who is watering this. It is RAE Water District responsibility.

NEW BUSINESS:

- Discussion on the plan forward for minimum wastewater needs according to the 2025 Wastewater PER. Discussion was held concerning the path forward to begin work on the headworks in the wastewater plant, referred to in the Wastewater PER. A decision on whether we expand the wastewater plant with MBR (membrane bioreactor) or SBR (sequencing batch reactor) affects how the headworks is replaced/repared. Questions and concerns were raised related to flow data and whether appropriate data was used. Per Ken and Brian Peck the appropriate data was used for the demand study referred to in the next item and accurate information was used for the Wastewater PER. Ken also stated we are currently at 60% capacity in the wastewater plant. The Board discussed further and voted, all in favor, to move forward with the MBR path. RAE Water can then move forward on headworks improvement.
- Draft Demand Memo for DEQ. RAE Water design criteria discussion. The above item is related to the Demand Memo also. Wastewater flow data was sent to Morrison Maierle-engineering consultants- to complete the study. Bob Ingram brought a peak flow list for the Board to review. It was stated by the engineer that average flow is what is used for this demand study. The Board decided to revisit the draft Demand Memo next month for further discussion.
- Kevin Cook distributed information on Woodland Park Ph 6A. He indicated a timeline stating that the soonest a home would be hooked up for service in this Phase is November 2026. He is requesting a will serve letter. He suggested at least a 3-year timeline or so for the other two phases.

NEXT MEETING: The next meeting is scheduled for October 15th, 2025, at 6 p.m. The Board discussed changing the meeting going forward from 7 p.m. to 6 p.m. All board members agreed.

ADJOURN: Nikki Penniman motioned to adjourn the meeting at 7:59 p.m. and this was seconded by Perry Hofferber. The motion passed unanimously.

+++++