

**SKYLINE IMPROVEMENT AND SERVICE DISTRICT  
MINUTES OF BOARD MEETING  
March 17, 2021**

A public meeting of the Directors of the Skyline Improvement and Service District was held on March 17, 2021, via Zoom.

Kurt Harland, Latham Jenkins and Jim Lewis constituting quorum were present. There was no board meeting in January. Homeowners in attendance were: Maria and Worthy Johnson and Warren Machol.

Kurt, serving as Chairman, called the meeting to order at 4:00 pm.

**1. Review and approve Board minutes of 2/18/ 2021.**

**Action:** Kurt moved to approve the minutes as drafted. Latham seconded. There being no discussion or changes, the motion carried 3-0.

**2. Changes to agenda-none**

**3. Adoption of agenda**

**Action:** Kurt made a motion to adopt the agenda as presented. Jim seconded. The motion passed, 3-0.

**4. Public comment on items not appearing on agenda**

Maria and Worthy Johnson commented that the board should consider establishing a review fee for plans submitted to the Architectural Review/Site Committee.

**5. Correspondence received by Office- None**

**6. Review 8 mos. actual P/L through February 2021 vs full FY 2020-21 budget**

As 8 months is 2/3 of the year, or 67%, total revenues were 72.3% of budget as the next property tax receipts won't be received from Teton County Treasurer until May with the exception of any home sales. Total expenses for the 8 months are 48.3% of full year budget.

**7. Motion to approve recommended actions for resolution of damage caused by excessive air pressure venting into barn at 500 NW Ridge road.**

**Action:** Jim made a motion to reimburse Warren Machol for \$1,557.52 for Pinnacle Plumbing's assessment and repair of the damage caused by excessive air venting into the barn originating in the Meadowlark line. Latham seconded the motion . The motion carried 2-1 with Jim and Latham voting in the majority. The report from Pinnacle Plumbing is attached to, and are a part of these minutes.

**Action:** Jim made a second motion to obtain a written estimate for a report from Nelson Engineering, following their recommendation in their 1-25-21 to install an air/pressure release valve on the Meadowlark line. Latham seconded and the motion passed unanimously 3-0.

**8. Review and approve Treasury Report as of 2/28/2021 and approve payment of invoices.**

As of February 28, , total funds in all District financial accounts total \$512,640.66, including \$12,000 in the restricted LVE Gas pipeline account. Subtracting out the LVE restricted funds from the 2/28/21 balances, net Skyline balances were \$500,640.66 compared to net balances of \$498,616.76 at 1/31/21.

The below list of invoices as of 2-28-21 were reviewed by the Board for approval:

Clearwater Operations & Services	\$ 920.00
Evans Construction	4,298.00
Warren Machol	1,557.52
Lower Valley Energy	256.38
Teton County Environmental Health	20.00
Teton Financial Consulting	737.85
<b>TOTAL</b>	<b>\$ 7,789.75</b>

**Action:** Kurt made a motion to approve the current invoices as of 2-28-21 totaling \$ 7,789.75. Latham seconded the motion which carried unanimously 3-0.

**9. Approve communication from ISD to WYDOT and TC Commissioners regarding WYDOT’s recommendation to increase speed limit on HWY 22 to 55 mph year-around.**

Jim read the following draft he’d written:

“Dear Commissioners and Messer’s. Reiner and Gillett:

As Directors of the Skyline Improvement & Service District, we are writing to express our opposition to WYDOT’s proposed increase in the winter speed limit on WY22 from 45 MPH to 55 MPH. Given that WYDOT knows about the safety issues in this corridor and the number of wildlife crossings here, it seems imprudent to suggest an increase in the speed limit to 55 year-around, on a relatively short section of 22, from Spring Gulch Road to Emily’s Pond.

This seems even more questionable particularly during the school year when TCSD school buses collect children at the entrance of Skyline, and then must access 22 heading north in the mornings and south in the afternoons. WYDOT is well aware that there is no “safe harbor” middle lane on 22 heading north upon leaving Skyline, and there is no acceleration lane when heading south. Also, the Teton Science School, just south of Skyline, has the highest number of children trying to safely enter and exit the school, in the mornings and afternoons. We believe the speed limit should be reduced to 45 MPH year-around, and more strictly enforced to ensure greater safety for all.

We also take issue with the study that was done, as it does not appear to effectively take into account traffic conditions during peak seasons or times of the day. Also, the fact that entering 22 in the winter with packed snow at Skyline’s stop sign and slick conditions on the highway makes both heading north, and south, difficult given the lack of firm traction while accelerating to enter traffic. Doing this in the winter at 45 is difficult enough, at 55, as WYDOT is recommending, seems to be a significant safety concern to Skyline residents, their school age children as well as to through traffic on 22.”

**Action:** Kurt made a motion approving the wording of the communication. Latham seconded and the motion passed unanimously.

#### **10. Reminder notice to homeowners re April 30<sup>th</sup> water meter reading**

Jim said that the next water meter reading is due by April 30<sup>th</sup> and that communication to Skyline residents should go out on list-serve on out about April 1<sup>st</sup> to remind everyone that reading are due by April 30<sup>th</sup> and should be sent to office@skylineranchisd.com.

#### **11. Motion to approve increasing refundable road damage deposit from \$2,500 to \$5,000 for new building permit applications to ARC/Site Committee received on or after March 18, 2021.**

Jim said that over at least the last 4 years, all refundable road damage deposits have been returned to homeowners as no damage resulted from their construction. However, given that we know what road repairs cost from periodic water leakage repairs, it’s warranted to increase the refundable deposit to \$5,000 for all new building permit applications from March 18, 2021. It would not impact the one project currently being considered by the Site committee as the application pre-dated March 18<sup>th</sup>.

**Action:** Kurt made a motion to increase the refundable road damage deposit to \$5,000. Latham seconded and the motion passed 3-0.

**12. Motion to approve establishing a \$250 application fee for new building permit applications to ARC/Site Committee received on or after March 18, 2021.**

Jim said that for some time the ARC has recommended a \$150 application fee for new building permit applications. Clearly effort is involved and additionally the ISD pays \$1,200 in an annual premium for a \$ 1 million liability policy from Tegler Insurance for the ARC and Site Committees. This is needed as the liability policy from the Local Government Liability Pool (LGLP) only covers directors for ISD matters. ARC and Site Committee activities fall outside ISD matters.

Some discussion followed as to what an appropriate fee should be, as permit run the gamut from minor add-ons/renovation to new home construction. Jim said he'd check with Teton Village and Teton Pines' application fees. As an interim step a \$250 fee was settled on pending further review, for applications received on or after March 18, 2021.

**Action:** Kurt made a motion to establish a \$250 application fee for application permits from March 18, 2021. Jim seconded and the motion passed unanimously.

**13. Other business**

Next meetings: 4pm-6pm; April 22, 2021  
May 20, 2021  
June 10, 2021

**Attendance via Remote Access:** <https://us04web.zoom.us/join>, ID: 301 092 4055  
4pm-6pm.

**14. Adjournment of Board meeting**

Kurt made a motion to adjourn the meeting. Jim seconded the motion which passed 3-0. The meeting concluded at 5:27 pm.

DocuSigned by:  
*Kurt Harland*  
Kurt Harland  
Chairman

DocuSigned by:  
*Latham Jenkins*  
Latham Jenkins  
Vice Chairman

DocuSigned by:  
*Jim Lewis*  
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Jim Lewis  
Treasurer

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Office: (307) 733-7377  
Fax: (307) 883-5192  
Po Box 447  
Jackson, WY 83001

## First Visit: Evaluation and Analysis Machol Barn Damages

Analyzed Problem and provide solutions:

1. I watched a video of the air passing through the barn water system and escaping the rear exterior water valve.
2. In my opinion, the air was from drained water lines being refilled and repressurized.
  - a. Concluded air velocity entered through the Machol barn exceeds 100 PSI.
3. I reviewed the placement of the water systems only, air relief vault near the pump house.
  - a. Concluded relief air location is only useful for pump house protection and is not helpful for other properties located above the system water tank elevation.
4. I looked at pictures of dirt left from the Barn water heater being drained (also determined upper-level toilet valve is damaged from a substantial quantity of soil and debris)
5. Determined air velocity has damaged the check valve and water heater upper element.
  - a. The check valve is no longer operational.
  - b. In addition to replacing the check valve, I suggest installing an inline pressure reducer and a passive water filter to decrease future system damage caused by air and debris.
6. Provided an expert-written analysis for water authority benefit, documenting the damage caused by water system air venting through system high point. (previously provided)

## Second visit: Installed the following Equipment:

- ❖ Pressure reducer valve
- ❖ Double-check backflow preventer.
- ❖ Passive Water filtration Device (Water sediment filter)
- ❖ Reviewed water heater issue and determined upper element was faulty and replaced.
- ❖ Replaced valve in the upstairs toilet as substantial dirt had damaged operations.

*Office: (307) 733-7377 Fax: (307) 883-5192 PO Box 447. Jackson WY 83001*



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## Professional Opinion to Questions:

Mr. Machol requested I provide suggested water system improvements to decrease or eliminate future problems caused by the water system design and historic maintenance deficiencies. Given the water system's brief review, I have limited my comments to air relief system design and debris in the water lines. I also respond to specific questions Mr. Machol asked about the Machol barn current and alternative water tap's location into the community water system.

1. Clean water lines – a historical build-up of sediment is evident in the waterline deposits during new Equipment install.
  1. Due to age and deferred maintenance: a quarterly (or more often) flush of the system lines is suggested.
  2. Clean of filter or traps before and after holding tank every Month.
  3. Clean holding tank – At Minimum, drain, and flush on a semi-annual schedule.
  4. I suggest a chemical flush of water lines after the introduction of air into water lines.
2. Installation of proper air relief at each of the high points of the water system (at least 3 required)
3. Specific questions related to Machol's barn.

• Note: Barn appears to be the highest or second-highest structure in the water system.

1. Mr. Machol asked if the water system air relief (and Purge) issues would have been different if connected to the NW Ridge water line vs. connector line to the Meadowlark lane.

a. If the barn water line connection was immediately adjacent to the barn on NW ridge road, would the Problem with air venting/purging be similar as now experienced?

- i. In my opinion, the air would find the high point in the system (the Barn water tap) and push the air from the water system lines as the water pressure is restored and water is displacing air in lines.
- ii. This condition is primarily due to the water system, air purge valve location, which is lower than the barn. (Physics)

2. Mr. Machol asked if the water system's debris purging into the barn would be less connected to NW Ridge versus the current location.

a. This question is more difficult to answer as I do not know the configuration or the slope of the respective water lines. (Example: a belly in the water lines holding substantial material)

i. Notwithstanding the water line uncertainty, according to Mr. Machol, the water system holding tank has never been cleaned in its +40 years existence. In my opinion, any system disruption that creates water system turbulence will create substantial water system debris from the holding tank to enter the water lines. Therefore, being closer to the water tank on NW ridge rd. would create additional water quality and debris entering barn water lines.

3. Mr. Machol asked about water pressure if connected on the NW Ridge vs. the current tap location? This comment is also a hypothetical reply as we do not have the actual data on system standing pressure.

a. Assuming constant introductory head pressure, the slope and elevation difference would be the most relevant factors for water pressure determination. The current tap location is lower than the holding tank would most likely have additional pressure than a tap above the holding tank location. (I understand from Mr. Machol the Frankel's have water pressure issues, and their water tap is likely located on NW ridge)

4. Mr. Machol asked how the water system can resolve the Machol barn from being used as the air relief high point for the water system?

1. The only alternative I am aware of is to install air relief valves near the water system's high points. One of which is behind the barn.
2. Then have the barn tap (located in the same vault?) at an elevation below the air relief valve.
3. One additional suggestion, although not requested by Mr. Machol. The air relief location should co-locate both the tap for the Machol Barn and the Frankel property tap to remedy pressure issues experienced by Frankel's current tap location on the NW Ridge Road.

**I am presenting this letter with all the currently available facts.**

**Sincerely,  
Jess Williams, Owner, Pinnacle Plumbing and Heating  
Master Licensed Plumber # 5841**

**Office: (307) 733-7377 Fax: (307) 883-5192 PO Box 447. Jackson WY 83001**