

**MOUNTAIN LAKES DISTRICT
SPECIAL COMMISSIONERS MEETING/WORK SESSION
August 29, 2017
*UNAPPROVED***

Call to Order: Bob Long called the meeting to order at 9:00 am

Roll Call: Commissioners Bob Long, Mike Roberts and Laraine King were present. District Administrative Assistant Kristi Garofalo, Maintenance/Water Supervisor Don Drew, and guest Robert Roudebush were also present. District Treasurer Dan Brady joined the meeting at 9:25 am.

Bob Long shared information he and Kristi Garofalo received at the recent Homeland Security and Emergency Management (HSEM) briefing for those seeking public assistance from damages due to the flooding event on July 9, 2017 which was declared a federal disaster on August 8, 2017. He said the HSEM divides requests into "projects" depending on type and location of work. Bob Long and Kristi Garofalo feel HSEM will probably divide the District's request into two projects, one for the Lodge road damage and one for the parking lot/hill/spillway damage. Bob Long said HSEM has a minimum amount per project of \$3,100 and encourages claimants to submit any and all expenses related to the disaster damage. The deadline to submit the initial Request for Public Assistance (RPA) is Sept. 8, 2017. Don Drew said preliminary costs for each project were already at or very close to the minimum and employee time, administration costs and additional debris removal at the Upper Lake still needed to be added. The commissioners reviewed the checklist of allowed HSEM costs for other costs to be added to the request and discussed submitting Bob Long's hours worked in assisting with clearing the Upper Lake dam outlet. They agreed to ask HSEM if his hours could be included and if so, at what rate.

After further discussion, the commissioners agreed the following steps should be taken:

- 1) Don Drew will:
 - a. Break down invoices received/paid into costs incurred for each of the two projects
 - b. Double check total cost incurred for each project and share with Kristi Garofalo
 - c. Get quotes on removing outlet debris pile from Upper Lake
 - d. Get quotes on finish work needed at the Lodge

- 2) Kristi Garofalo will:
 - a. Complete and send the RPA to the HSEM Field Representative Paul Hatch to begin the HSEM process.
 - b. Check with Primex to see if any part of the flood damage would be covered by our liability insurance
 - c. Work with Don Drew to build documentation file on costs incurred, including timecard documentation.

Bob Long adjourned the meeting at 9:34 am.

Respectfully submitted,
Kristi Garofalo