

# Mesa Cortina Water & Sanitation District

## Board of Directors Meeting

Tuesday, August 6, 2019

### North Branch of Summit County Library - Silverthorne

**Attendance**     **Board:** Randy Rehn, Jon Whinston, Stan Wagon  
**Others:** Jeff Leigh, District Manager; Michael Kurth, Summit Bookkeeping, Kelsey Anderson, Owner

**Meeting was called to order at 4:09 PM**

**Minutes:**     *A motion was made by Stan Wagon and seconded by Jon Whinston to approve minutes of the July 2, 2019 meeting. Motion unanimously approved.*

**Financials:**     Financial reports through the end of June 2019 were sent via e-mail to the Board members. Year to date Income is at \$201,744 and is tracking \$15,187 above budget. Operating expenses are \$145,635 and is \$5,712 above budget. Operating year to date net income at the end of June is \$56,110. YTD interest expense for the Alpine Bank Capital Loan is \$1,435.  
Mike updated the Board on the status of the two delinquent accounts. One of the accounts has paid their outstanding balance. The other has made a payment towards their balance and is planning to make additional monthly payments until the account is current.

**Projects:**     **RKR**  
Jeff reviewed an invoice we received from RKR with regard to the cleanup of ditches from the water main breaks from last winter. Jeff has some concerns regarding the work in question and will be in contact with them to get more details before authorizing payment.

**Manhole Raising**

Jeff informed the Board that he had hired a person through Mountain Temps to assist in the raising of 5 manholes in the development. This was necessary to bring the manholes up to grade within 6 inches of the Road surface. We will be getting an invoice from Mountain Temps for the wages paid, employer taxes and worker's comp insurance at roughly 4 hours per man hole.

**MCW&S Contractors**

On the same line of discussion, Jeff informed the Board that he does not have a formal written contract with the District for his services. Jeff has been in contact with Tim Flynn of Collins Cockrel & Cole to obtain a contract template that could be used for any contractor of the District. Jeff hopes to have a contract form available by the next Board meeting for Board member review.

**JSA I&I Penalties**

Jeff has been in contact with Jason Kruckberg of the JSA to see what our penalties are due to the I&I overages during spring runoff. There will be a quarterly meeting coming up in the next month.

**I&I Service Line Repairs**

Jeff has been in contact with Majestic Construction regarding the sewer line repairs for 6 homeowners identified with the videoing of lines this past spring. The District will not

be responsible for any part of these repairs. They are all the homeowner's responsibility. Jeff is acting on behalf of the District to help facilitate the repairs and to insure that they are completed by the October 31, 2019, deadline. Jeff will continue to be in contact with the homeowners affected to proceed with the repairs.

**Manhole Rehab**

Due to the lack of any additional proposals received since last meeting, Jeff reviewed the proposal that CDL water solutions prepared to repair and complete rehab on the 13 manholes. Jeff expressed some reservations about the proposal as the cost seems very high and the proposal was not very well written and was lacking detail on the processes. Jeff proposed that we proceed with repair of 5 of the manholes most in need of repair, to show the JSA that we are taking steps to correct I&I issues in our system. ***Randy moved to proceed and schedule repair of 5 of the manholes most in need of repair, up to approximately \$50K. Stan seconded the motion. Motion carried.***

Once a more detailed and defined proposal is received from CDL, Jeff will supply a copy to the Board members.

**Manager's Contract(s)**

The Board reviewed the proposed rates presented by Kelsey and insurance questions. There was discussion about desired insurance coverages, liability and levels. After some discussion it was determined the we need to wait for the "Contractor Template" that Tim Flynn is working on before proceeding with making any decisions on Jeff's or Kelsey's contracts. Randy asked to table the discussion until more information is received.

**Next Meeting:** The next Board meeting is scheduled for September 17<sup>th</sup> at 5:00 PM, at the North Branch of the Summit County Library in Silverthorne.

**Meeting was adjourned at 5:45 PM**