

**Mesa Cortina Water & Sanitation District**  
**Board of Directors Meeting**  
**Thursday December 3, 2019**  
**North Branch of Summit County Library - Silverthorne**

**Attendance**     **Board:** Jon Whinston, Randy Rehn, Stan Wagon, Billy Jack, Greg O'Neill  
**Others:** Jeff Leigh, District Manager; Michael Kurth, Summit Bookkeeping, Kelsey Anderson, Assistant Manager, Howard Brown, homeowner

**Meeting was called to order at 5:01 PM**

**Minutes:**     *A motion was made by Stan Wagon and seconded by Greg O'Neill to approve minutes of the November 7, 2019 meeting. Motion unanimously approved.*

**Financials:**     Financial reports through the end of October 2019 were e-mailed to the Board. Year to date Income is at \$317,526 and is tracking \$37,053 above budget. Operating expenses are \$234,278 and is \$18,476 below budget. Operating year to date net income at the end of September is \$83,248. YTD interest expense for the Alpine Bank Capital Loan is \$2,324.

**Housekeeping:***A motion was made by Billy Jack to approve Resolution 2091-11-2 to reaffirm the date, time and location for the regular meeting of the Board of Directors and authorizing posting public notice of District meeting online and in compliance with the open meetings law. Motion was seconded by Stan Wagon. Motion unanimously approved.*

Jeff informed the Board that there is going to be an upgrade to the software system currently used (Aclara) via the East Dillon Water District. Tom Oberheide recommends that we upgrade to a hosted option as opposed to purchasing new hardware required to support the software upgrade. The Board was in agreement with going to a hosted "in the cloud" system as recommended.

**Budget:**     The Board discussed the addition of a tier level and a 3% rate increase in water rates. There was some discussion on the base tier of 6,000 gallons. It was decided to stick with the level as we are contracted to purchase a minimum of that much water from BMMD. There was also discussion of adding a new tier level for the range of 25,001 gallons to 35,000.

*A motion was made by Billy Jack to approve a 3% increase in water rates for 2020. Motion was seconded by Randy Rehn. Motion unanimously approved.*

*A motion was made by Stan Wagon to add an additional tier for over 35,000 gallons. At the current schedule rates, that rate would be \$31.46. Motion was seconded by Jon Whinston. Motion carried.*

**Projects:**     **I&I Service Line Repairs**  
Jeff reviewed I&I repairs progress. There are 3 owners that were not able to get their sewer lines fixed by the October 31, 2019 deadline. Jeff notified the Board that there is

conflicting language in the current Rules and Regulations document, specifically Article VII paragraph 20 and 21. As a result there are two deadline dates listed October 31, and March 31. The Board briefly discussed the date options.

***A motion was made by Billy Jack to remove paragraph 21 from the current Rules and Regulations. Motion was seconded by Greg O'Neil. Motion carried.***

Jeff presented a draft of a proposed letter to the 3 owners in violation of the I&I policy. The Board suggested a few edits. Jeff will fine tune and get the updated version to the Board members for further review. Once agreed, the letter will be distributed to the 3 owners to put them on notice of penalties for violation for the I&I policy.

#### **EQR's**

Due to the incorrect EQR listed at Summit County for 36 Spring Beauty. It was determined that Stan Wagon has overpaid sewer charges in the amount of \$624.10 for the period of 7-1-2008 to 9-30-19. Stan proposed a refund of \$400.00 to settle the overpayment. The Board agreed to refund Stan \$400.00.

#### **MCW&S Contractors**

In relation to the "Agreement for Management Services", the contract to be used as a template for the Manager (Jeff), there was some discussion of the advance notice for termination of the contract. After a discussion, the Board agreed to a 70 days' notice. The notice for changes in contract rates was also discussed. It was decided that notice for changes in rates must be presented to the Board by September 1<sup>st</sup> of each year for the following year.

#### **Loan**

There was some discussion of making an additional principal payment against the loan with Alpine Bank. After some discussion it was agreed to table the additional principal payment for now and keep with the regular loan payment schedule.

#### **Archives**

Jeff informed the Board that he has cleaned out some District records from his personal possession and has filed in the file cabinet at the Shooting Star vault.

#### **Election**

Jeff reminded the Board that there needs to be an election of Board members in 2020. There was discussion on how new Board members are seated and elected to the Board. Board members are asked to keep in mind potential new candidates to the Board.

**Next Meeting:** The next Board meeting is scheduled for January 7th at 5:00 PM, at the North Branch of the Summit County Library in Silverthorne.

**Meeting was adjourned at 7:26 PM**