

**Mesa Cortina Water & Sanitation District
Board of Directors Meeting
Tuesday, December 12, 2017
Silverthorne Fire Station**

Attendance

Board: Billy Jack, Randy Rehn, Stan Wagon, Greg O'Neill, Jon Whinston

Others: Jeff Leigh, District Manager; Michael Kurth, Summit Bookkeeping

Meeting was called to order at 5:00 PM

Minutes: *A motion was made by Stan Wagon and seconded by Billy Jack to approve minutes of the November 9, 2017 meeting with adjustments proposed by Tim Flynn. Jeff asked that the asphalt amount be adjusted to 2607 sq. ft. from 2700 sq. ft. Motion unanimously approved.*

Financials: Financial reports through the end of October 2017 were sent via e-mail to the Board members. There was nothing out of ordinary and no discussion. There was concern expressed about some of the delinquent accounts receivable. After discussion the Board asked that Summit Bookkeeping send certified mail to any owner who is more than 2 quarter in arrears. After 3 quarters of non-payment, the Board would like an additional certified letter sent threatening shut off of water service. Any account 3 quarters in arrears, in May of each year, shall be considered for the "Certify the debt" process with Summit County. Additional correspondence will be sent via certified mail to owners at that time for proof of receipt by owner.

New Business:

2018 Budget & Rates

-Jeff informed the Board that the budget transparency notice has now passed the 30 day minimum notification period.

-A motion was made by Billy Jack and seconded by Greg O'Neill to formally adopt the budget as approved with a 2.5% rate increase as proposed in the November 9, 2017 meeting and resolutions. After additional discussion, it was suggested and accepted that the base Sewer and Water rates be equalized to both be adjusted to \$181.00 each and that all other rates be increased by 2.5%. Motion unanimously approved.

-Stan Wagon moved and seconded by Billy Jack to also increase the Inspection fee to \$450.00 and to adjust hourly rates to \$75.00 per hour. Motion carried.

Water & Sewer installation

-Jeff informed the Board that he would get new specifications with regard to installation of water lines to include the use of PEX pipe and fittings. There will also be additional cleanup and revisions to the specifications. Jeff will get the updated version to the Board for their review and approval at the next meeting.

2018 Projects

-Jeff informed the Board that next spring's projects would include I&I work to clean sewer lines especially on Spring Beauty. There would also be some work on a few of the manhole covers to bring them up to grade. PRV's and hydrants will be exercised as well.

Water Test results

-Jeff reminded the Board that going forward we will need to test 10 home sites. We will need to conduct the test again in February 2018.

Next Meeting: Since there were no pressing items for the January agenda. The next Board meeting will be February 6th, at the Silverthorne Fire Station.

Meeting was adjourned at: 7:06 PM