**ROCK CREEK MESA WATER DISTRICT**

**REGULAR MEETING**

**180 Rock Creek Mesa Road**

**February 8, 2023**

**6:00 P.M**

The board meeting of the Rock Creek Mesa Water District Board of Directors was called to order on Wednesday January 11, 2023, at 6:00 PM.

**ATTENDANCE**

Board: Beth McCowen, Billy Joe Stephenson, Carrie Haze, and Melynda Charlick and Christine Carranza via phone

Employees: Glenn Butts, Kathy Olson

Excused:

Guests: Anjelica Cordova

**MINUTES**

The minutes for the December 14, 2022, were read and corrections were noted.

**NEW BUSINESS**

* Melynda Charlick resigned her position as Vice President, effective immediately. Mel has been a great addition to our board, and she will be truly missed. The board will begin looking for a replacement as soon as possible. Anjelica Cordova has expressed an interest in interviewing for the open position. A time and date were scheduled for January 25, 2023, at 6:00pm.
* Movement within the board was discussed. Carrie Haze, Operations Assistant stated that she would like to move into the Vice President position. Further discussion at the board meeting on February 8, 2023.
* The water tanker is back, fixed, and ready to go. The cost to fix the water tanker is $780.51 plus $416.00 to have it towed to be fixed. Kathy and Glenn discussed having Randy’s towing pick up the tanker every 6 months and having them take it down the highway to exercise the wheels, brakes, etc.
* Kathy renewed all memberships for the year 2023.
* Kathy updated and filed the district’s transparency report to all entities including posting in the water office and on the district’s website.
* Kathy will post all of the 2023 budget information on the DOLA portal this week. Due date is January 31, 2023.
* Kathy completed all the 1099’s and W-2’s for the district and handed those to all directors and employees. Due date is January 31, 2023.
* 4th quarter 2022 Federal and State taxes were filed for the district.
* New water rates have been updated in the billing system.
* New employee increases were added to the system. The payroll periods will remain the same paying on the 1st and 15th of the month.
* Begin process to finalize 2022 audit exemption and send to CPA.
* All employee performance evaluations for 2022 are complete.
* The board voted unanimously to make Beth McCowen the DEO for elections.
* Glenn scheduled the district meters to be collaborated next week. Now all meters will be on the same scheduled.

**WATER FOREMAN’S REPORT**

**Water Conditions – Glenn Butts**

FOREMANS REPORT

* + Glenn handed out his monthly reports. The well is starting to pick up, 20-25.000 gallons a day.
	+ Reservoirs #2, 3, 4 and 5 are down a little due to usage and evaporation.
	+ The Love ditch is starting to show some water in it.
	+ The district lost 36,900 gallons last month. This is not unusual for a water district.

**GENERAL MANAGER REPORT
 Kathy Olson**

Monthly financial spreadsheets were handed out and discussed.

**Visitor Comments: There were no visitor comments.**

**Motion to adjourn meeting: (Carrie)**

**Second to Adjourn meeting: (Christine)**

Respectfully Submitted,

 Christine Carranza

 Secretary/Treasurer

 Rock Creek Mesa Water District