

Mesa Cortina Water & Sanitation District

Board of Directors Meeting Thursday January 7, 2020

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

Meeting was called to order at 5:07 PM

Minutes: ***A motion was made by Billy Jack and seconded by Jon Whinston to approve minutes of the December 3, 2019 meeting. Motion unanimously approved.***

Financials: Financial reports through the end of November 2019 were e-mailed to the Board. Year to date income is at \$317,811 and is tracking \$36,951 above budget. Operating expenses are \$255,975 and is \$7,300 below budget. Operating year to date net income at the end of September is \$61,837, YTD interest expense for the Alpine Bank Capital Loan is \$2,583.

Housekeeping: Jeff reviewed Resolution 2020-1-1 to authorize the regular election on May 5th. Greg and Stan are up for re-election, each have a completed self-nomination form as provided by Tim Flynn. There was some discussion about the number of Board members and terms. It was agreed that five Board members and three year terms were appropriate. The Board expressed interest in creating some bylaws that would define and document the Board policies. The Board asked Jeff to look into some boiler plate bylaws as a place to begin. ***A Motion was made by Greg to accept the resolution and proceed with the election May 5, 2020. Motion was seconded by Stan Wagon. Motion unanimously approved.***

Projects: **I&I Service Line Repairs**
The board reviewed the rules and regulations with regard to paragraph 20 and the letter to owners in violation of the I & I policy. There was discussion of effective dates of penalties. ***Stan moved to have the letter edited to assess penalties effective April 1, 2020 and if the repairs are satisfactorily completed prior to August 31, 2020 penalties would be waived. Greg seconded. Motion unanimously approved.*** (see Exhibit 1 below) Owners will be invoiced penalties effective April 1, 2020 with a due date of September 1, 2020. A copy of the letter for these 3 owners is included with these minutes.

Manholes

Jeff has been in contact with C&L Water Solutions with regard to repairing the manholes. Jeff is waiting for an additional proposal with a budget up to \$50,000. Jeff also called another guy, Kent Majors, who might be a better fit for getting the repairs completed. Kent will be working in the area next spring and is willing to take a look at our project. He would want to do the work during our I&I season. The Board is in agreement with getting a commitment, and even paying a deposit, to be sure to have him scheduled to do the work.

Water Operator Contract

Jeff sent out the ORC contract, formerly Treatment Tech, prior to the meeting. Tim Flynn is in the process reviewing the contract and may suggest making edits or revision to the document. Jeff will keep the Board informed.

Water Line Break

Concerning the waterline break from December, there was some problem with the Hostetler residence. Jeff will be working with the owner to get some repairs done to the owner's sewer line. Because of the waterline break, water entered the sewer service line of that residence. The district may be responsible for repairs dependent on the type of break. It will be necessary to get the line videoed, so we can determine the problem and who is responsible for repairs.

Buffalo Mountain Metro District

BMMD is requesting that we install a backflow prevention device on the mutual interconnection. Jeff will speak with Shellie to determine if there is a valve agreement for the connection. The Board questioned the necessity of the backflow device.

Next Meeting: The next Board meeting is scheduled for February 4th at 5:00 PM, at the North Branch of the Summit County Library in Silverthorne.

Meeting was adjourned at 7:20 PM

Exhibit 1: I&I penalty letter

Dear Homeowner,

The Mesa Cortina Water and Sanitation District has been working for more than 15 years to prevent ground water from entering the District's sewer system. Ground water is a prohibited discharge as defined in the Districts' Rules and Regulations, Article VI, Section 500, paragraph .04, C and by the Joint Sewer Authority of which Mesa Cortina is a member.

As you were previously notified, your home was identified in May of 2019 as having ground water entering your sewer service line that then entered the Water and Sanitation District's sewer mains.

You were not able to complete the necessary and mandatory repairs to your sewer service line in 2019 to prevent ground water from entering your sewer service line. As stated in the District's Rules and Regulations, the Board may assess a penalty for not completing repairs by March 31, 2020.

The Board has elected to assess those homeowners in violation of prohibited sewer discharges \$25 per day until the repairs have been satisfactorily completed. These charges will commence April 1, 2020. The Board will waive this penalty if repairs are satisfactorily completed by August 31, 2020.

Please let me know if you have any questions.

Jeff Leigh,

Manager, Mesa Cortina Water and Sanitation District

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