**ROCK CREEK MESA WATER DISTRICT**

**REGULAR MEETING**

**180 Rock Creek Mesa Road**

**October 13, 2021**

**6:00 P.M**

The board meeting of the Rock Creek Mesa Water District Board of Directors was called to order on Wednesday September 8, 2021, at 6:00 PM.

**ATTENDANCE**

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

Employees: Glenn Butts, Kathy Olson

Excused:

Guests:

**MINUTES**

The minutes for the August 11, 2021, Regular Meeting, were read by Christine Carranza. Corrections were noted and made.

**NEW BUSINESS**

* The district had one employee recover from Covid. Glenn is doing much better and working every day. Kathy and Robert have had the 2 required shots for immunity, but they sanitized the district offices, well house, upper tanks, operations office, admin office, basically 99% of the district. We also posted a sign that no one is allowed in any of the offices. Robert Rogers, weekend operator covered Glenn’s hours. Robert asked if he could receive the extra $20.00 a day that is paid to the on-call operator on the weekends. Kathy stated that he has the opportunity to work more hours during the week if he wants and told him no to the additional $20.00 a day. The Board of Directors discussed and voted unanimously not to change the personnel policy for employees receiving additional pay for non-weekend work.
* The well has begun to drop off slowly. Rock Creek has stopped running, but the Love Ditch is still running.
* The pipeline from the diversion box into reservoir #5 is almost complete. It has been delayed due to many factors associated with John May Well, LLC and Glenn having Covid.
* Glenn suggested that when we clean the SSF, we need to paint the inside, consider the weather and how much the well is producing.
* The smaller pump in the booster pit has been shutting off periodically. Glenn is keeping an eye on it to make sure that its doesn’t quit working. He will look into a replacement if necessary.
* Kathy will be implementing new Covid procedures for the district. Per the CDC, and the State of Colorado, all businesses need a plan in place by January 2022. Beth suggested that we post a COVID sign on the door, directing visitors to the protocol for COVID symptoms before entering the board room or office. Beth will be charge of putting together a COVID sign.
* The district is deciding if they want to have a Holiday Party in December. They will discuss and decide at the next meeting.
* The 2022 first budget draft was submitted to the Board of Directors. The district will begin working on the budget in November. Kathy asked Glenn to order the remaining fire hydrant locks are purchased and put on as soon as possible. This will eliminate the contractors using water from the fire hydrants when Mientka begins building his projects. Kathy asked Glenn to contact Chief Hart and give him any keys that are different than what he has already.
* A performance review for Kathy was handed out to the Board of Directors with a due date of December 1, 2021. Kathy will do performance evaluations for Glenn and Robert.
* CME was late paying their July bill and therefore a 5% late fee, per our contact with them. However, they responded stating that they were not going to pay as they have always paid on time or at least 7 days ahead of the due date of the 10th of the month. Kathy will send them a letter with a water shut off date and time if they do not pay their bill by October 10, 2021.

**WATER FOREMAN’S REPORT**

**Water Conditions – Glenn Butts**

FOREMANS REPORT

* + Glenn handed out his monthly reports
  + The turbidity on the well is still low and the canisters head loss is still around 1.2. Glenn will change out the compliance cartridge and order a replacement so that we have a new in the canister and one on the shelf.
  + All tanks are full.
  + The small pump is occasionally shutting off. Glenn will call John Favors and have him come out and look at the pump.

**GENERAL MANAGER REPORT  
Kathy Olson**

**Multiple handouts and discussion: Glenn handed out the reports.**

Difference in gallons used

Water Allotment for the year

Misc. Handouts

Motion made to pay bills: (Melynda/Carrie)

Visitor Comments: There were no visitor comments.

Motion to adjourn the meeting: (Melynda/Billy Joe)

Respectfully Submitted,

Christine Carranza

Secretary/Treasurer Board of Directors

Rock Creek Mesa Water District