

# MORRISON CREEK METROPOLITAN WATER & SANITATION DISTRICT

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## RECORD OF PROCEEDINGS

The Board of Directors of the Morrison Creek Metropolitan Water & Sanitation District met on October 15, 2015 at the Offices of Sharp, Steinke, Sherman & Engle located at 401 Lincoln Avenue in Steamboat Springs, Colorado for their regularly scheduled meeting.

Present: Bob Woodmansee, President (Electronic)  
Mike Ratliff, Vice President  
Paul Barry, Director  
Leah Wolf Martin, Director

Also Present: Steve Colby, District Manager  
Tom Sharp, Counsel

-Mike Ratliff will chair the meeting.

-Mike Ratliff called the meeting to order at 4:00 P.M.

### September Meeting Minutes

-Bob Woodmansee made the motion to approve the September meeting minutes as prepared and e-mailed to the Board. Leah Wolf Martin 2<sup>nd</sup>. Pass.

### Financial Report

-The financial report and check register were reviewed.

-Paul Barry made the motion to ratify the payments of check #'s 13877 to 13917 inclusive and to accept the financial report. Mike Ratliff 2<sup>nd</sup>. Pass.

### Managers' Report

-The manager reported to the Board that he had spent an afternoon in the field with Bob Furman, engineer with CDC, surveying the remaining sections of RPM sewer trunkline which still need to be lined. This amounts to approximately 2200' of 21" pipe. Most of this is on a steep hillside on the Stahl property near the reservoir. The other section is at the top end of the meadow near Eagleswatch and is located in thick brush near the creek. The engineer and manager will pursue discussions with the contractors to investigate whether a "water shot" is possible for the section on the hillside. The manager will initiate discussion with a private land owner near the other section for possible access to the line.

-We are scheduled with Johnson Excavating to dig up and repair the leaking blowoff in CR 16 in the next few weeks.

-CDPHE has promulgated new regulations concerning backflow prevention. The manager indicated he felt the District needed new policy to enforce the new requirements and ensure that the necessary testing would be performed on backflow prevention devices which are required to be tested or inspected on a yearly basis by a certified backflow prevention device technician. After discussion it was decided that the policy should be for

the District to engage a certified backflow testing contractor to perform the testing and then charge the customer for the service. The Board directed the manager to work with attorney Sharp to come up with a resolution to implement new policies and regulations to enforce the new regulations.

-The manger presented a plan from Xpress Bill Pay & Caselle to begin online & credit card payment for our customers to pay their bi-monthly bills. Their will be a one time charge from Caselle for the module of \$4000. There will be recurring monthly charges from Xpress Bill pay for \$69 service/hosting fee and per transaction fees of \$.40/ACH transaction and \$.20 credit card. The credit card clearing house will also levy a charge estimated to be about \$1.50/credit card transaction. There is potentially a considerable savings in time for the manager and district employees if a large number of District customers choose to pay online with this service. This also gives our customers an attractive option for paying their bills.

-Paul Barry made the motion to accept the Caselle and Xpress Bill Pay proposal for providing online and credit card bill paying services to the District. Leah Wolf Martin 2<sup>nd</sup>. Pass.

-We approved a building permit for Lot 21 in Coyote Run. This makes 5 total in 2015.

-Steve will be on vacation the week of Thanksgiving.

### Attorneys Report

-Mr. Sharp reported that the Revised Augmentation Report from HRS has been finalized and sent to the State Engineers Office and Attorney General's Office. There will be at status conference with the judge on December 15<sup>th</sup>. Sometime before then Tom would like to have a meeting with all involved to answer any concerns. Mr. Sharp is hoping for a stipulated decree by the end of the year.

### Old Business

-Layne Inliner 2014 Sewerline Rehabilitation Project:

The manager reported that all items are now complete and the necessary notice of final payment has been published. He recommends accepting the CDC pay Estimate No. 2 (Final) to make the final payment to Layne Inliner for \$93,324.25.

-Leah Wolf Martin made the motion to accept the Pay Estimate No. 2 for 2014 Sewerline Rehabilitation Project and authorize the District Manager to make the final payment. Paul Barry 2<sup>nd</sup>. Pass.

### New Business

-2016 Budget:

-Mike Ratliff made the motion to approve the 2016 Budget as submitted to the Board. Leah Wolf Martin 2<sup>nd</sup>. Pass.

-Mike Ratliff made the motion to approve the certification of the mil levy as proposed. Leah Wolf Martin 2<sup>nd</sup>. Pass.

-Paul Barry made the motion to appropriate the sum of money as shown as expenditure in the 2016 Budget. Leah Wolf Martin 2<sup>nd</sup>. Pass.

-The Board authorized the District Manager to make any small changes to the Budget as necessitated when the final assessed valuation figures are received from the Routt County assessor's office.

There being no further business the meeting was adjourned at 5:30 P.M.