

# 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 April 20, 2017 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  
                  Leah Wolf Martin, Director  
                  Tavis Rogers, Director  
                  Paul Barry, Director

Also Present:    Steve Colby, District Manager  
                  Chris Catterson, Auditor

-President Woodmansee called the meeting to order at 4:00 P.M.

-Leah Wolf-Martin made the motion to amend the agenda and have Chris Catterson present the 2016 Audit at this time. Paul Barry 2<sup>nd</sup>. Pass.

-Chris Catterson discussed the draft 2016 audit. He noted that the District has about \$350,000 in liquid reserve which is about 66% of expenses- which is typically considered adequate. This does not include restricted reserve. The District had \$130,000 more revenue than expense in 2016 and the net position improved. The reserve cash balance is \$1,128,324. There were no material misstatements.

-Tavis Rogers made the motion to accept the 2016 Audit report and direct the manager to forward it to the State Auditor's office. Leah Wolf Martin 2<sup>nd</sup>. Pass.

### February/March Meeting Minutes

-Tavis Rogers made the motion to approve the February meeting minutes as prepared and e-mailed to the Board. Paul Barry 2<sup>nd</sup>. Pass.

-There are no March meeting minutes. The meeting was cancelled for lack of a quorum.

### Financial Report

-The financial report and check register for February & March were reviewed.

-Paul Barry made the motion to ratify the payment of check #'s 14355 to 14409 inclusive, 2 ACH payments to the IRS, 2 ACH payments to Lincoln Financial and 1 ACH payment to Colo. Dept of Revenue and to accept the financial report. Leah Wolf Martin 2<sup>nd</sup>. Pass.

### Managers Report

- The manager reported that he believes that there is a water main leaking on CR 212 near its intersection with CR 16. The next step is to engage a professional leak detector to confirm the location before digging in the County road.
- The manager discussed the next steps in determining if well 6 is feasible as an additional water source for the upper system. The distance from well 1 to well 6 is approximately 6631'. 4" C900 PVC is \$2.13/ft. The cost for the pipe to connect would be approximately \$14,000. A local excavator estimated 2 to 3 weeks to install. The next step would be to conduct a pump test to verify the condition and capacity of the well. Will continue the discussion next meeting.
- The maintenance crew is conducting regular system maintenance of flushing sewerlines and flushing and testing fire hydrants. I & I and flow into the plant appear to be historically low.
- Tavis & Steve have prepared a cost/benefit analysis for sludge dewatering equipment based on a proposal for a screw press (attached). Based on last year's sludge removal costs the payback could be as short as 3-4 years. The manager informed the Board that after discussion with the engineer it is necessary to obtain approval from the CDPHE for the project which would add some cost. It is also likely that the press will need to be enclosed. An existing room may be an option for this. AquaWorks DBO has submitted a proposal to provide engineering services for the project. It is based on time spent with a not to exceed clause of \$24,000. The manager believes Mr. Sommers P.E. of AquaWorks is a good fit for the project.
- Tavis Rogers made the motion to accept the proposal from AquaWorks DBO to provide engineering services for a sludge dewatering project. Leah Wolf Martin 2<sup>nd</sup>. Pass.
- The manager reported that we have received two vault impact fees this spring. One for Lot 2 Southshore and the other for Lot 140 Horseback.
- A questions has arisen concerning a tap fee prepaid on Lot 3 NYP and if it includes a caretaker unit. The manager believes not so. What additional amount to add caretaker unit? Tabled until counsel present.

#### Old Business

- The discussion on options for capital replacement was tabled until the next meeting.

#### New Business

- The Audit presentation was considered earlier.
  - The USGS has requested permission to sample one of our wells. Results will be informational only. An extensive suite of tests will be performed.
  - Leah Wolf martin made the motion to allow the USGS to perform the testing. Bob Woodmansee 2<sup>nd</sup>. Pass.
  - The quote for new CEBT rate for employee health have been received. 6% increase on family health and 10% on Dental.
  - Paul Barry made the motion to renew the employee health plans with no changes. Leah Wolf Martin 2<sup>nd</sup>. Pass.
- Their being no further business the meeting was adjourned at 6:00 P.M...