

## 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 September 19, 2019 at the Offices of Sharp, Steinke, Sherman & Engle located at 401 Lincoln Avenue in Steamboat Springs, Colorado for their regularly scheduled meeting.

Present: Mike Ratliff, Vice President  
Bob Woodmansee, Director  
Barbara Houston, Director

Also Present: Steve Colby, District Manager  
Tom Sharp, Counsel  
Adam Sommers PE, AquaWorks DBO

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

-Bob Woodmansee made a motion to move Agenda New Business A to the start of the meeting. Barbara Houston 2<sup>nd</sup>. Pass

-The Manager introduces Adam Sommers of AquaWorks DBO. Mr. Sommers was the engineer for the Screwpress project at the WWTP.

-Mr. Sommers describes his company and his experience with installing SBR & MBR plants around the state.

-The Manager has been discussing grant opportunity's with Greg Winkler of the Department of Local Affairs and CDPHE with Mr. Sommers assistance. \$25,000 grants from the Energy Impact Administrative Fund (EIAF) are available for planning purposes. The grants require at least an equal match by the District.

-Mr. Sommers indicated he can complete the project for \$60,000. This would require a \$35,000 match by the District.

-Barbara Houston asks if this work should be an RFP process. Mr. Sharp explains that it is not required in this case.

-There was general discussion about the site and rough estimate for the cost of the WWTP replacement. It will likely need to be a bond issue with an accompanying TABOR election. The project will have to be bid. Information from the preliminary study should aid in the TABOR vote.

-To apply for the grant will require a motion from the Board with a letter signed by the Board President.

-Bob Woodmansee made a motion to apply for the EIAF grant and to provide up to a \$35,000 District match and to contract with AquaWorks DBO to complete the planning study conditioned upon award of the EIAF grant and after approval of a contract with AquaWorks DBO by the District after review by the District Attorney. Barbara Houston 2<sup>nd</sup>. Pass

### August Meeting Minutes

-Bob Woodmansee made the motion to approve the August 15, 2019 minutes as prepared and emailed to the Board. Barbara Houston 2<sup>nd</sup>. Pass

### Financial Report

-The financial report and check register were reviewed by the Board. There is a gap in the check numbers before the last 3 pay checks. The manager will email the Board with an explanation.

-Barbara Houston made the motion to accept the financial report and ratify the issuance of check numbers 15229 to 15254 inclusive and checks 15264, 15265 & 15266 as well as the 3 ACH payments. Bob Woodmansee 2<sup>nd</sup>. Pass.

### Managers Report

-The manager reported that power problems had resulted in damage to the VFD and associated equipment in Booster I. The VFD will likely need to be replaced at a cost of \$2000.

-We are doing annual sewer line cleaning and TV inspection. Val Kotter & Sons are doing the work. We are concentrating on the Blackhorse II area as it has been awhile since this area has been done. We will also clean the lift stations.

-The manager reported on the July/August meter read. We billed 3,950,000 gallons and pumped about 4,300,000 gallons.

-We are still scheduled to do the lining project in Project I & II this fall. The contractor expects to be here later this month or early October.

-The Manager discussed District staffing. We have been very busy this summer and with employees taking vacation and sick time we have often been with only 2 employees.

-The Manager will be gone next week Tuesday to Friday.

### Attorneys Report

-Mr. Sharp reported that he had worked on 4 issues this past month:

- 1) Prepared the Lot Owner Agreement termination for lot 210 in Southshore.
- 2) Finished the Opinion Letter on Special Improvement Areas Controlled by MCMWSD.
- 3) Prepared the Commitment Letter for the Morningside Special area.
- 4) Considered a solution for the BH I Lot 28 issue

### Old Business

-No Old Business

### New Business

-Mr. Sharp has prepared a Commitment to Serve Letter for George Danellis for Lots 63 to 76 inclusive and Lots 16 and 17 in Morningside. The letter also provides for a special assessment to be levied against the lots to become served but not owned by Mr. Danellis who owns Lots 70 & 71.

-Barbara Houston made a motion to direct the General Manager to sign and send the letter. Bob Woodmansee 2<sup>nd</sup>. Pass.

-The owners of lot 28 in Blackhorse I which is served by central water but not central sewer have inquired if a vault would be allowed for the lot. The nearest central sewer main is almost exactly 400' from the lot. The Lot Owner Agreement required for a vault states that if the lot is within 400' of a mainline the lot is required to extend the main and connect. District policy states that a mainline must be within 100' of the lot for connection. Service lines cannot extend more than 100' from the lot boundary. The directed the Attorney to prepare a resolution to allow a vault without requiring the mainline extension for this unique situation in Blackhorse I where an original mainline from 1972 exists.

-Mr. Sharp has prepared a new Lot Consolidation Agreement based on input from County planning and SPOA at the last meeting. The new agreement provides for wells to be permitted in the name of the lot owner.

-Bob Woodmansee made a motion to approve the new Lot Consolidation Agreement (attached). Barbara Houston 2<sup>nd</sup>. Pass

-The General manager has sent the Board a draft 2020 budget by email. The total assessed valuation of the District increased from 18,310,530 to \$24,001,760. New construction is \$430,700. Inflation around is 2%. This results in about \$15,000 revenue increase and a mil levy around 14.8 using the TABOR calculation.

The Board needs to set a Budget Adoption meeting.

-Barbara Houston made a motion to deem the October 17 meeting as the 2020 budget adoption meeting and advertise such in the legal section of the Pilot as required. Bob Woodmansee 2<sup>nd</sup>. Pass

-Their being no further business the meeting was adjourned at 6:00 P.M...