

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 November 21, 2019 at the Offices of Sharp, Steinke, Sherman & Engle located at 401 Lincoln Avenue in Steamboat Springs, Colorado for their regularly scheduled meeting.

Present: Tony Borean, President
Mike Ratliff, Vice President
Leah Wolf Martin, Treasurer
Bob Woodmansee, Director
Barbara Houston, Director

Also Present: Steve Colby, District Manager

-Tony Borean called the meeting to order at 4:00 P.M.

October Meeting Minutes

-Bob Woodmansee made the motion to accept the October meeting minutes as prepared and emailed to the Board. Barbara Houston 2nd. Pass.

Financial Report

-The financial report and check register were reviewed by the Board.

-Leah Wolf Martin made the motion to accept the financial report and to ratify the issuance of check #'s 15295 to 15328 inclusive and 2-ACH payments to the IRS and 1-ACH payment to Lincoln Financial. Bob Woodmansee 2nd. Pass.

Managers Report

-We are experiencing significant water loss. The October meter read revealed about a 50% loss for the period. The professional leak detector was unable to find the problem. The Manager speculated that it may be more than one leak and thus harder to find. The manager would like to hire another leak detection service. The Board authorized the Manager to do what ever necessary to find and correct the problem.

-The manager recommends getting one of the lift pumps in the main lift station rebuilt. The estimate is \$3500. He is also looking into the possibility of having at least one spare pump built. The Board authorized the manager to proceed with the pump rebuild.

-The Manager reported the CDPHE will be raising the requirement for Distribution & Collection Licensing for the District to Level 2 next year. Bill Queen had obtained the Level 2 classification for Distribution on his

own initiative. The Manager recommends awarding the \$1000 yearly pay increase incentive, effective immediately, to Mr. Queen.

Mike Ratliff made the motion to award Bill Queen a \$1000/year salary increase to Bill Queen for obtaining the Level 2 Distribution License. Bob Woodmansee 2nd. Pass.

-The Manger suggests that a hiring succession committee consisting of himself and 2 members of the Board be created to work on a succession plan and District staffing.

Barbara Houston made a motion to create the committee to consist of Board members Tony Borean and Leah Wolf Martin for the stated purpose. Bob Woodmansee 2nd. Pass.

-The 1st meeting is tentatively set for Thursday December 5th at 12am at a lunch location in Steamboat.

Attorneys Report

-Mr. Sharp was not present.

Old Business

-No Old Business

New Business

-2016 Sewerline Project & 2019 Change Order Closeout:

-The project is complete and all punch list items have been addressed. The required notification of final payment has appeared once in the Legal Section of the Pilot. The 2nd publication should occur this Sunday. We are still awaiting the testing of the thickness and strength results from the lab. The engineer has issued a Certificate of Substantial Completion and a final payment (#3) estimate. The General Manager recommends authorizing of the final payment of \$15,985.00 upon satisfactory receipt of the test results and final publication of the Notice of Final Payment.

-Mike Ratliff makes a motion to approve the final payment after the receipt of the satisfactory test results and the 2nd publication of the Notice of Final Payment. Leah Wolf Martin 2nd. Pass

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