

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, 2020 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 (Via Gotomeeting)
Barbara Houston, Director

Also, Present: Steve Colby, District Manager
Tom Sharp, Counsel
Geovanny Romero
Matt Mielke, Civil Design Consultants

-Tony Borean called the meeting to order at 5:00 P.M.

Meeting Minutes

-Leah Wolf Martin noted that the motion to approve the application for an EIAF grant for up to a \$200,000 with a 50% match from the District for WWTP Design/Planning work did not appear in the draft September minutes. The motion was passed at the September meeting.

-Mike Ratliff made a motion to approve the September meeting with the above addition. Leah Wolf Martin 2nd. Pass.

-Mike Ratliff made a motion to approve the September 23rd special meeting minutes. Bob Woodmansee 2nd. Pass.

Financial Report

-The September financial report and check register were reviewed by the Board. Leah asked about check #'s 15688 & 15689. These were check's written to customers to refund overpayment at the time of closing of their property.

-Leah Wolf Martin made a motion to approve check #'s. 15674 to 15683, 15687 to 15715, 3 ACH payments to the IRS, 2 ACH payments to Lincoln Financial and 1 ACH payment to Colorado Department of Revenue. Checks 15684, 15685 and 15686 missing from the register are payroll checks approved in August. Mike Ratliff 2nd. Pass.

General Managers Report

- Duckels construction is still waiting for PVC pipe to repair the sewer interceptor. Once they have spliced in the new section the liner will be repaired by Granite Inliner.
- We have received the mixing zone study from CU. It will be submitted along with an application for a COG588000 General Permit to get PEL's for the new WWTP.
- We will discuss the Meadowgreen Lift Station project with Matt Mielke of CDC later during the meeting. Some issues have arisen with the design approval with CDPHE.
- We are working on the USDA application for financial aid for the new WWTP. Parts of the NEPA study are completed and the application can be submitted when the study is completed and any comments from today's public hearing are included.
- We are hoping that Aztec can still drill the well at the BH II tank site this fall but issues with getting PVC casing are holding them up.

Attorneys Report

- Mr. Sharp announced that he will be leaving for 6 to 8 weeks beginning next week. He will not be here for November's meeting but could be available electronically if necessary.

Old Business

- Meadowgreen Lift Station Project: Matt Mielke from CDC joined the meeting electronically to discuss the status of the Meadowgreen Lift Station project and the results of the bid process. There were 5 bidders. The bid tabulation sheet is attached. Duckels Construction was the low bidder at \$317,135. The high bid was \$675,633. Matt said that, in general, the pump costs came in higher than expected. We have also run into issues with the approvals for the project from CDPHE. They are not looking at it as an in-kind replacement and so it is subject to a full design review. This is resulting in the requirement for considerably more emergency storage than initially expected. The calculation is 1-hour storage at the peak flow of 90 gpm. Initially CDPHE was requesting one-hour storage at the pump maximum of 250 gpm. The result is an additional 4 to 5000 gallons of storage. CDPHE is also requiring that a geologic hazard evaluation to be performed. The estimate for Northwest Colorado Consultants to do this is \$850 to \$1000. CDC is evaluating ways to reduce costs including whether to add a separate overflow tank or do a cast in place single tank with a baffle. The plan is to consult with the low bidder, Duckels Construction, on which options will be the best. The cast in place tank may require the hiring of a structural engineer for the design. Other options being examined are changing the pump supplier and options with the backup power supply. The option of having manual transfer switch and a portable generator was discussed. The removal of the permanent generator, concrete pad and propane tank would result in considerable savings. Matt seems to think that this would be acceptable to CDPHE. There was general consensus that we will need to proceed with the project and do what is necessary for CDPHE approval.
- Leah Wolf Martin made a motion to authorize CDC to move ahead with examining the design options for the additional storage being required by CDPHE including the structural engineers work and the geologic hazard evaluation. Mike Ratliff 2nd. Pass.

New Business

- Public Hearing for USDA Rural Development Grant/Loan application:
A notice has appeared in the legal section of the Steamboat pilot informing the public that the matter will appear on the agenda for today's meeting.
President Borean opens the floor to any public comment concerning the Districts application.
There is no comment.
President Borean closes the floor to public comment concerning the USDA application.

-Geovanny Romero, incoming General Manager, updated the Board on his preparations for beginning next week. He is registering to take the four operator exams, he attended the UYWCD meeting and participated in a webinar on the water & wastewater revolving fund. He is excited to begin. The Board extended its welcome to Geovanny.

-General Manager Succession Plan: Mr. Colby proposes that he remain full time through October and then go to ½ time for the first two weeks of November. After discussion Mr. Colby agreed to stay on ½ time through November. The outgoing manager will stay on the District's health plan through November. There was discussion regarding the outgoing District Managers unused vacation and sick time. The Districts written policy state that unused vacation time will be paid out at ½ days prorated pay for every unused day of vacation upon leaving without cause. The written sick policy is confusing on this policy.

-The Board of Directors directed Mr. Romero to develop a new sick leave policy to be considered at the November meeting.

-Computer and cell phone needs for the new General manager were discussed as well as for the office in general.

-Mike Ratliff made a motion to authorize the new general manager to spend up to \$5000 on new office equipment. Barbara Houston 2nd. Pass.

Leah Wolf Martin mad a motion to authorize the new General Manager to obtain a cell phone at District expense. Mike Ratliff 2nd. Pass.

-Their being no further business the meeting was adjourned at 7:30 P.M...