

Mesa Cortina Water & Sanitation District

Board of Directors Meeting Tuesday, January 4, 4:30PM Via Zoom

Attendance **Board:** Billy Jack, Greg O'Neill, Stan Wagon, Randy Rehn, Jon Whinston
Public: none
Staff: Jeff Leigh, Manager; Kelsey Andersen, Assistant Manager; Michael Kurth, Bookkeeper

Meeting was called to order at 4:34PM

Minutes: ***A motion was made by Randy Rehn to approve the minutes of the December 7, 2021 meeting, seconded by Stan Wagon. Motion approved.***

Financials: Financial reports through the end of November 30, 2021, were e-mailed to the Board. Year to date income is at \$338,654 and is \$18,686 above budget. Operating expenses are \$263,120 and are \$56,445 below budget. Operating year to date net income is \$75,534.

Business: -Well #4 had a new meter installed by Xcel. Power to the well has been restored but has been unable to power up the pump. Todd (electrician) will be contacted to troubleshoot.

-The amendment to the RKR line replacement project has been drafted by Tim Flynn. The amendment will be sent via certified mail, Kelsey will also hand deliver a copy of the amendment to Rob Sister.

-Randy asked what tasks, if any, Rob can work on over the winter. Possible options are quoting a cost for the replacement vault, some fire hydrants, etc. Kelsey will ask Rob to work on those items, to get the items ordered, since some items have had delayed shipping.

-Kelsey attended the most recent JSA meeting. They have a new graphic report to track utilization. Our District is typically in the 30% range, and shows increases over holiday periods and during I & I season into 40-50% range. The JSA is considering doing an EQR inventory of the entire system this coming spring. There was some discussion about the redefinition of the EQR project. It is anticipated that nothing will probably happen on this until after the JSA completes the inventory project.

-It was suggested that the District reserve 1.0 EQR's for all undeveloped lots, so we do not run out of EQRs available for future construction on undeveloped lots. Jeff will check with Zach Margolis to get a feel on the redefinition project and a possible alternative if that does not happen. Jeff, Kelsey and Mike will meet to verify the current EQR count and include those under construction to get an accurate count on those available for undeveloped lots and future construction.

-Kelsey requested an increase in his rate of pay by 3.5%. He is currently paid through Mountain Temps as they provide the worker's comp and liability insurance. ***Randy moved to increase the actual rate of pay for Kelsey and Greg by 5%, Stan seconded the motion. Motion carried.*** Jeff and Kelsey will check with Tim Flynn on insurance possibilities and the prospect of eliminating the Temp agency.

-Mike mentioned that we will need to find a different person to prepare the Annual Audit Exemption with the State of Colorado, as Donna Braun has retired. Mike will put out some feelers to try to locate a person with experience in completing the annual reports.

-It was also noted that there will need to be an election for Board members in the coming spring. The terms for Billy Jack, Randy Rehn and Jon Whinston will be expiring in 2022.

-Randy has been in contact with Brockmeyer regarding his meter situation. Jeff and Randy will try to connect with him before the next meeting.

Next Meeting: The next meeting is scheduled for February 1, at 4:30PM, at Silverthorne Library.

Adjourned at 6:18 PM