

Mesa Cortina Water & Sanitation District

Board of Directors Meeting Tuesday, February 1, 4:30PM North Branch Silverthorne Library

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 January 2, 2022 meeting, seconded by Stan Wagon. Motion approved.***

Financials: Financial reports through the end of December 31, 2021, were e-mailed to the Board. Year to date income is at \$436,586.68 and is \$7,719 above budget. Operating expenses are \$291,858 and are \$23,046 below budget. Operating year to date net income is \$144,728.

Business: ***-Greg O'Neill, moved to adopt Resolution #2022-2-1, calling for the 2022 regular District election and appointing a designated election official. Motion was seconded by Randy Rehn. Motion carried.*** William Jack, Jonathan Whinston and Randy Rehn all submitted self-nomination forms.

-There was discussion concerning the current status of the available unused EQR's and the number of undeveloped lots. There are roughly 22 currently un-development lots and 22 remaining EQR's in the inventory for the District. Jeff let the Board know that the Town of Silverthorne does have EQR's that they may be willing to lease to MCW&S District. Jeff will work with the Town of Silverthorne to get an agreement drafted to lease EQR's in the future if needed. The Board discussed the necessity of putting a moratorium on the allocation of EQR's, until a lease agreement is in place. ***Stan moved to place a 1 EQR limit on all new construction projects, and a moratorium on remodeling projects that include an increase in EQR's. Motion was seconded by Jon. Motion carried.***

-There was a brief discussion on placing an EQR limit allowed, per lot, going forward.

-Jon informed the Board, that there is a lot currently under contract for sale that has an approved architectural plan in place. Tap fees and ARC deposits have been received by the District and the Home Owners Association. The feeling was that the ARC plans, deposit and tap fees are not transferable to the new owner. The Board agreed to refund the collected tap fees to current owner of record. A letter will be sent, certified mail, with the refund concerning rescinding of the tap fees collected due to change in ownership.

- There was discussion of the annual audit exemption as required for the District. The Board agreed to move forward with Marchetti & Weaver LLC for the Annual Audit Exemption for the year ending 2021. William Jack, as President, will sign the engagement letter.

-Kelsey informed the Board that he has accepted a plant operator position with the JSA. Kelsey assured the Board the new position would not interfere with his work for the District. His schedule is four 10 hour shifts Monday through Thursday. It is estimated that the current Water Manager position is roughly 5-10 hours per week.

-A succession plan for Board members was discussed. The Board would like to try to begin to actively recruit some potential new Board Members.

-Kelsey informed the Board that Well #4 is back online.

-There was a water line break on Thimbleberry. It took some time to turn off the water and locate the break due to the depth of the snow. Kelsey informed the Board that it had been difficult locating a contractor to repair the break. RKR completed the repair. There may also be an insurance claim related to a neighboring property with water damage.

-Kelsey informed the Board about the Town of Silverthorne Planning meeting with regard to the property located below Mesa Cortina and conversion to open space near the District Bashore well.

-Kelsey informed the Board that the signed Amendment to the water line replacement project has been received. It was noted that if a break happens in the water line replacement project area, RKR will cover the cost to repair.

-Randy informed the Board that Jeff and Randy met with Brockmeyer. He has agreed to make the changes to the meter configuration requested by the District. Once the changes are completed, the District will credit 3 quarters of base rate water \$190 per quarter for a total of \$570.

-Kelsey informed the Board that the tank alarm system is back up and running.

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

Adjourned at 6:32 PM