

Mesa Cortina Water & Sanitation District

Board of Directors Meeting

Tuesday, April 5, 4:30PM

North Branch Silverthorne Library

Attendance **Board:** Billy Jack, Greg O'Neill, Stan Wagon, Randy Rehn, Jon Whinston

Public: Darcy & Andrew Brinckerhoff

Staff: Jeff Leigh, Manager; Kelsey Andersen, Assistant Manager; Michael Kurth, Bookkeeper

Meeting was called to order at 4:38PM

Minutes: *A motion was made by Greg O'Neill to approve the minutes of the March 1, 2022 meeting, seconded by Stan Wagon. Motion approved.*

Financials: Financial reports through the end of February, 2022, were e-mailed to the Board. Year to date income is at (\$12,789) and is \$1,942 below budget. Operating expenses are \$32,850 and are \$37,124.07 below budget. Operating year to date net income is (\$45,639.56).

Business: -The Brinckerhoff's have been approved by the CPOA ARC for a 5 bedroom and 4.5 bath home, 1.4 EQR at 106 Royal Redbird. The plans have 3 bedrooms and 2 baths on upper level, 1 bedroom and 1.5 baths on the main level and 1 bedroom and 1 bath on the lower level. In view of the current EQR moratorium in place, they are proposing on holding off on finishing the lower level bed and bath. They are looking for some direction on how to proceed with their building project. There was discussion on what is considered an unfinished bedroom and an unfinished bath. Jeff will be in contact with the Summit County Building Department to get more details on the rough-in definition, and what will be required to get a CO for the home.
-The Joint Sewer Authority (JSA) is in the process of getting a new water engineer. Once the new engineer is in place, there is a priority to address the current EQR situation within the JSA. It was also noted that there are other JSA members in the same EQR situation as MCW&S District.
-Kelsey updated the board with the current EQR situation. It was noted that the Brinckerhoff's have paid for 1.0 EQR at this point. The project at 512 Lakeview will be a 1.0 EQR project. There is also a potential remodel situation with the Spies residence 236 Royal Redbird that will include a rough-in bath that will not affect the EQR situation at this point. There may be something coming for the Jones property which was recently sold. Kelsey will also verify EQRs with the Brady property at 224 Elk Thistle with an upcoming inspection.
-It was noted that the May 3rd Special District election for MWC&S has been canceled.
-There was discussion on the future status of "employees" and "contractors" of the District. Randy was able to determine Workers Compensation cost with potential employees of the District. After some discussion, *Jon Whinston moved to move forward with the establishment of worker compensation insurance and the employment of the Water Manager, Assistant Manager and other related labor. Motion seconded by Billy Jack. Motion carried.*

-Mike will forward necessary new employment paperwork to Kelsey, Jeff and Randy to establish payroll. It was suggested that the payroll be paid on a quarterly basis same as Board member payments.

-Kelsey is actively contacting and inviting potential new Board members to attend meetings. Kelsey, also mentioned that Dan Ward may be a potential backup to help with water line breaks and projects as they arise. Kelsey will contact Dan.

-Mike did a review of the current status of the financial reports through February 2022.

-Kelsey has been in contact with Rob Sister of RKR about the addition of the vault to the water line project, to provide a quote and to be sure to get that ordered as RKR is hoping to start work at the end of May.

-Kelsey asked the Board to approve purchase of safety equipment including a gas detection meter, tripod, blower, battery and related equipment for the District. The Board is in agreement with this expenditure.

-Billy asked what is on the schedule for summer maintenance projects, water tank, exercise valves, etc.

-There was a brief discussion with regard to shovel ready projects that the County Commissioner may able to grant funds to the District. Kelsey will follow up with the County to find out parameters for potential funds.

Next Meeting: The next meeting is scheduled for May 3, at 4:30PM, at Silverthorne Library.

Adjourned at 6:42 PM