

ROUND MOUNTAIN WATER & SANITATION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
July 18, 2019, 5:15 p.m.

Board Members Present: Charles Bogle, Randy Wilhelm, Steve Lasswell and Greg Smith, Leslie Parkes

Board Members Absent: None

Staff Present: George Medaris, District Manager; Dave Schneider, ORC; Peggy Quint, Office Manager, Courtney Cole, Administrative Assistant

Visitors Present: None

Call to Order:

The meeting was called to order at 5:15 p.m. by Charles Bogle.

Roll Call

Pledge Allegiance

Public Input – None

Additions to the Agenda for the next meeting:

Consent Agenda

1. Approval of Minutes for the June 6, 2019 Regular Board Meeting.
2. Approval of Financial Report and Approval of Checks.

Randy Wilhelm made a motion to approve the Consent Agenda. Steve Lasswell seconded the motion. Motion passed 5-0.

Old Business

- 1. Change to Board Meeting Dates and Times:** George suggested that the Board meetings be moved to the 3rd Thursday of the Month at 2:00 p.m. and if a second meeting is needed, it will be held the 1st Thursday of the following month, starting on August 1, 2019. After a short discussion, Randy Wilhelm made a motion to change the meetings as George suggested. Greg Smith seconded the motion. Motion passed 5-0.
- 2. Office Hours:** George would like the public office hours to be changed to 9:00 a.m. to 4:00 p.m. This will allow the staff to concentrate on issues that need to be addressed without interruption. Office hours will remain 8:00 a.m. to 4:00 p.m. Notices will be sent to the newspapers, website will be updated, bills will have this notification. This should start August 1, 2019. After discussion, Steve Lasswell made a motion to change the public office hours. Leslie seconded the motion. Motion carried 5-0.
- 3. Excuse the absence of Steve Lasswell in May:** Steve was out of the country and could not attend the May meeting. Randy Wilhelm made a motion to excuse Steve's absence in May. Greg seconded the motion. Motion carried 4-0

4. **Leslie Parkes Oath of Office and swearing in:** Leslie Parkes was formally sworn in and took the Oath of Office.
5. **Comments Re: Visioning Workshop @ Ranchers Roost:** Steve Lasswell was pleased with the turn out from Westcliffe and Silver Cliff. No commissioners were in attendance. Good representation from SGM. What's next? George said that having a Service Plan would be a good move forward. This would include boundaries, rates, funding, etc. The money could possibly come from DOLA. George is going to call and check on who might pay for this.
6. **Benoni Jarvis Due Diligence Filing:** RMWSD had two objections to our court filing. State Engineer said we are complying.
7. **Authorization to Direct Attorney Krassa to enter negotiations with UAWCD for a MOU/MOA on augmentation plan.** Upper Ark is not interested in the site, but the rights. Motion was made by Randy Wilhelm and Steve Lasswell seconded to direct Krassa to enter negotiations with Upper Ark.
8. **Claretha update:** Dave Schneider stated that Ed Lyons is almost done with the sewer line. He plans on using potholes on Mill Street to see what is needed to upgrade to an 8" water line. This will start August 1st as meter reads are next week. No surprises so far.
9. **Developer Payback Policy:** CJ is requesting a payback like they have been done in the past. As it is now, if someone wants to connect then the original developer gets reimbursed. More on this as we read up on the rules and regs.

WWTP Design Update George feels we are in good shape. The nitrates and phosphates will be treated. The issue of arsenic is still being addressed. There really aren't companies that have the equipment to take it to .02 ppb, which is what they are requiring of us to take it to the stream. 2027 limits are actually being imposed. George would like to visit some plants that may be close to what we need.

New Business

1. **Audit Update – Extension submission Christy** emailed the extension; which Peggy had signed by Charles. It was submitted and we received notification that it was accepted. Randy requested that Christy sends the Draft Audit prior to their arrival so that the Board can look it over. Peggy will email Christy in the morning to request the draft and set up the schedule for their presentation.
2. **Presentation of SGM's Scope of Services for Smith Well:** Maggie from SGM suggested that we are proactive right now. It will roughly cost us \$7600.00 for the first phase of her suggested plan. Phase one is to do a study on the aquifer and possibly select a new location by perhaps moving up the hill about 200 ft. That will depend on Darrell Geroux and if he would be willing to negotiate. The second phase would be to drill a well and do a test. A utility dig inspection has to be done. Phase three would include preparing the bid documents.
3. **Authorization to Purchase Service Truck Replacement** We need to be able to buy a vehicle when the price is right. George requested a \$30k authorization to purchase a truck. Old truck is nearing the end of its useful life. Mill Street project needs to be evaluated prior to authorizing purchase of a truck.

- 4. Proposed Reauthorization of Certified Operator and updates to Job Description**
Steven has agreed to take the job of ORC. He will need certification. He is doing a great job and we would like to keep him at RMWSD. He needs additional training. Steven's hourly wage will increase to \$22/hour. Moving Steven into ORC position will free up Dave's time to oversee additional projects and supervise WWTP construction projects. After a unanimous vote the motion carried. Steven's wage increase will begin on August 1, 2019 and will be on his August 15th paycheck.
- 5. District Staffing Changes** George wished to remind the Board and staff that he will be leaving the end of September. He suggested that the current ORC, Dave Schneider and the Office Manager, Peggy Quint, will co-manage the District. With George's vacancy, the budget will reflect that absence of that expense. Board members will be asked to step in and work with Dave and Peggy regarding sensitive issues that need to be addressed. George reiterated that the community needs to see the projects being done in the District. When rates are raised, that is what will reassure them that their moneys are being well spent.

Administrative Reports

- 1. SDA Conference – September 17 to 20, 2019** Charles suggested that we order shirts for this conference so that we have an overall professional appearance. This will identify the Board and staff members in a unique manner. George thought it would be prudent to also order jackets as the weather in September in Keystone can get chilly. Peggy will take the information and order from Embroidery Plus. Peggy will also check the restaurants for Tuesday evening. Last year's location was enjoyable. So, a place comparable to that restaurant will be researched.
- 2. Operations Manager's Report** Dave reported that we are at full pool. The only loss we have now is evaporative only. Fields Techs have been busy with tap installation, digging and jetting. We need to hire a camera company to check blockage. We don't currently have the staff right now to accomplish this requirement. The diesel engine in for zone 3 is working hard. High usage in the evenings is causing it to consume more than normal times. Field techs are hauling 5 gallons at a time. Dave is looking for a tank for the service truck so larger amounts of diesel can be bought and pumped at a time.
- 3. Office Manager's Report** Peggy Quint submitted her Office Manager's Report and it is attached.
- 4. District Manager's Report** George reported that he and Peggy and Courtney have been going over the mid-year and next year's budget. This is moving forward toward more of a training for them. Next week, the three will meet again to continue the budget training, meeting from 8:00 a.m. to 9:00 a.m. before the busiest activities of the day take place. George is working on getting the reserve accounts set up.

Meeting adjourned at 7:59 p.m.