

**MINUTES OF THE  
REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
MT. CRESTED BUTTE WATER AND SANITATION DISTRICT  
APRIL 19, 2016**

A Regular Meeting of the Mt. Crested Butte Water and Sanitation District Board of Directors was held at 5:00 p.m. on Tuesday, **APRIL 19, 2016**, at the office of the District, 100 Gothic Road, Mt. Crested Butte, Gunnison County, Colorado. Members of the Board of Directors in attendance at the meeting were as follows:

Kurt Giesselman    Roger Cram    Michael Fabbre    Rosemary Carroll

Also present were:

Todd Fessenden, District Manager      Tim Seifert, Water ORC    Brandon McNamara, WSCU  
Tracy Davenport, Admin Assistant      Bryan Burks, WW ORC    WSCU Undergraduates: Tyler, Nick, & Colby  
Jill Norris, Attorney via teleconference

**REGULAR BOARD MEETING**

**1. Call To Order**

The regular Board meeting was opened by Chairman Kurt Giesselman at 5:00 pm.

**2. Citizens Comment Period**

There were no citizens in attendance.

**3. Micro-Hydro MLP Report – Brandon McNamara**

Brandon has been working on the micro-hydro project for MLP dam as a graduate student for a cost benefit analysis along with SGM Engineering. WSCU Undergraduates Tyler, Nick, and Colby (Lane-not present) assisted in the study. Analysis was provided of four suppliers with different systems. Likely to see payoff in 11 to 12 years, the lifespan of the system is approximately 25 years.

**4. SGM – MLP Dam Update**

Fessenden advised that the State approved the MLP Dam design. Any pre-reading information from Jerry with SGM for the special meeting scheduled April 28, 2016 needs to be provided to the board in advance.

**5. MLP Dam Rehab Contract Award**

The board requested from Jerry with SGM to provide reasons to award the MLP Dam Rehab contract to Lacy.

**6. Stantec Projects Update**

Fessenden reviewed the latest project sheet for water and wastewater projects. East River pump station still in design. Telemetry is obsolete. We are currently using Motorola which Timber Line Electric is the only vendor that can do programming. Moving forward okay on schedule of design but the lead time on the membrane skid is 4 to 5 months.

**7. March Financial Reports**

**MOTION** by Fabbre and seconded by Cram to approve the March 2016 financial reports as submitted. Motion voted in favor.

**8. Approve March 8, 2016 Minutes**

**MOTION** by Cram and seconded by Fabbre to approve the March 8, 2016 board meeting minutes as submitted. Motion voted in favor, Rosemary abstained as she was not present at the meeting.

**9. Legals**

Norris advised that she hasn't heard from Upper Gunnison regarding the firm yield study. Scott with Resource Engineering reviewed the Wilson water rights. MCBWSD will not get much out of it. Jill is to forward the 3 page memo Scott presented on his findings. The deadline on the fish study is this calendar year.

**10. District Manager Report****Employee Housing Update**

With all the options available, down payment assistance seems to be the better option. There is a large staff interest in this option. Funding Partners to do a presentation in the future.

**Priorities Review**

Fessenden discussed key priorities with Wastewater Metals, Conservation Plan, Process Improvements, and Performance Metrics.

**Payroll Policy**

Proposed payroll policy change presented to board. Current payroll is payroll period 1<sup>st</sup> – 15<sup>th</sup>, 16<sup>th</sup> – 30/31<sup>st</sup>. Paychecks are issued on the 15<sup>th</sup> and 30/31<sup>st</sup>. Proposed payroll policy change will keep the payroll period the same, paychecks issued on the 5<sup>th</sup> and the 20<sup>th</sup> via direct deposit. Check/Direct Deposit to be issued earlier if pay date falls on weekend or holiday.

**MOTION** by Carroll and seconded by Cram. Motion voted in favor.

**Telemetry Discussion**

All telemetry running on old systems. Need a solid, stable system. For MLP system, it will cost \$33,000 for engineering plus \$32,000 per site.

**Prospect Development**

Water Technology Group to be out this week for finishing touches. Piping should have been class 350. Our system is running hard because there should be a tank placed there. SGM to do conceptual overlay and where best to place tank. Once we receive the conceptual overlay is completed, we can address the tank with CBMR.

**MLP Expansion**

Telemetry outdated, with everything we're doing with metals & MLP, we'll be running out of money pretty quickly. Giesselman suggested we meet in July for a special meeting to review finances & projects to help determine budget for 2017.

**New Contracts**

Fessenden advised the board that we are designing our own contracts instead of using vendor supplied contracts.

**11. Executive Session****Personnel Matters**

Motion by Giesselman and seconded by Carroll to go into Executive Session;

For discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving:

Any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees; at 6:46 pm.

Executive session was closed at 7:08 pm and returned to the open meeting.

**12. New/Old Business Before the Board**

SDA workshop discussion, Grand Junction location is in June.

Roof award – the bid was in the paper but the wrong square footage was listed. This project will be combined with the UV Building project.

**13. Adjourn**

**MOTION** by Cram and seconded by Carroll to adjourn the meeting at 7:15 pm.

Motion voted in favor

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Tracy Davenport