

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
MT. CRESTED BUTTE WATER AND SANITATION DISTRICT
March 8, 2022**

Regular Meeting of the Mt. Crested Butte Water and Sanitation District (MCBWS) Board of Directors was held at 5:00 pm on Tuesday, **March 8, 2022**, via <https://zoom.us/my/mcbwsdboardmeeting>.

Members of the Board of Directors in attendance at the meeting were as follows:

Brian Brown Nancy Woolf Nicholas Kempin Jonathan Ferrell

Also present were:

Mike Fabbre, District Manager Tracy Davenport, Administrative Assistant
Kyle Koelliker, Water Supervisor Marcus Lock, District's Attorney
Bryan Burks, Wastewater Supervisor Nancy Grindlay, Board Member elect

1. Call to Order

- The regular meeting of the Board of Directors was called to order by Brown at 5:01 pm and a quorum was present. Fabbre advised that Perry Solheim, Finance Manager, is sick and will not be attending the meeting.

2. Citizens Comment Period

- No citizens presented comments.

3. Approve Meeting Minutes

- February 8, 2022

MOTION by Kempin and seconded by Ferrell to approve the February 8, 2022 regular meeting minutes. Motion voted in favor.

4. Water Treatment Plant Expansion Project Update

- Updates and progress can be seen in the monthly memo from JVA.
- A few additional change orders were identified for the project.
 - The fire suppression system will be upgraded to a dual action system which adds another layer of protection.
 - The electrician has sited some much larger costs and procurement costs from what was submitted from the GMP.
- If the change orders are approved, that puts the District at about 3% of the approximate \$2 million contingency.
- The snowcat replacement could be funded through the bond and the loan. It was discussed with the project manager for the State Revolving Fund and he advised it qualifies for the loan. The existing snowcat is from 1974 and is a critical piece of infrastructure. It is used to access the East River Pump Station in the winter months and it is used to pull pumps or to move larger pieces of equipment. It is estimated to cost \$50,000-\$100,000.

5. District Manager Report

- Updates can be viewed in the District Manager report.
- The District received WWTP discharge permit modification #6. The draft was given to the District in November and during that time the summary judgement was also received. Changes to the permit modification were made from the summary judgement but the District was unable to publicly comment or provide feedback.
- There have been three main line water breaks over the last four weekends and there is another small suspected leak. Fabbre appreciative of staff efforts to repair the breaks after hours and in inclement weather. The District uses a leak detection service to help identify potential leaks in the system. The water department will be doing backfill checks as the District surface contractor will not be able to provide a more permanent asphalt road fix until the spring.

6. Audit Engagement Letter

- The District has been using Mayberry & Company for the last several years. The District will potentially change auditors for next year.
- Mayberry to start work in May and will have audit ready by June 30, 2022.
- The cost of the audit is not to exceed \$14,150.
- This item has been tabled to the next meeting.

7. December 2021 Period 13 Financial Report

- This item has been tabled to the next meeting.

8. February 2022 Financial Report

- Kempin noted that gallons billed, and dollars billed are normalizing, getting close to pre-pandemic levels.
- The office admin line showed 51% of budget with 16% of the year elapsed. Davenport advised that the annual worker’s compensation and the commercial insurance is included in this figure. The commercial insurance cost \$120,000 and the worker’s compensation cost \$9,500.

MOTION by Kempin and seconded by Woolf to approve the February 2022 Financial Report. Motion voted in favor.

9. Canceled May 3, 2022 Election Discussion

- Lock advised the District did not have a contested election so the election has been canceled.
- Brown, Ferrell, and Nancy Grindlay will be elected via acclamation.
- The oath and bond requirements have to be complied with after May 3, 2022 but no later than 30 days after the election date.
- Kempin questioned the possibility of Grindlay filling prior director, J.D. Crichton’s term. Lock advised it is to the discretion of the board.

MOTION by Kempin and seconded by Ferrell to appoint Nancy Grindlay to fill the current board vacancy for the remainder of the current term which ends on May 3, 2022. Motion voted in favor.

10. Legals

- Lock sent the proposed agreement to Meridian Lake Park Corporation and has not heard anything back yet.

11. New/Old Business Before the Board

- No new/old business was presented.

12. Executive Session

- Executive Session pursuant to C.R.S. § 24-6-402(4)(b), which allows conferences with the District’s attorney for the purposes of receiving legal advice on specific legal questions. The purpose of the executive session will be to discuss with the District’s attorney the process for considering the Wastewater Treatment Plant Discharge Permit.
- The second executive session item concerning discussion with the District’s attorney the process for evaluating IT security was tabled.

MOTION by Brown and seconded by Kempin to move into Executive Session at 5:51pm with Fabbre, Burks, and Lock remaining for the discussion. Steve Bushong, District legal council will also join the executive session. Motion voted in favor.

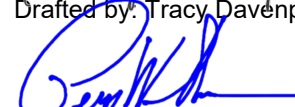
MOTION by Brown and seconded by Woolf to exit Executive Session at 6:35 pm. Motion voted in favor.

13. Adjourn

MOTION by Kempin and seconded by Brown to adjourn the meeting at 6:37 pm. Motion voted in favor.



Drafted by: Tracy Davenport



Submitted by: Perry Solheim