

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

**NOVEMBER 14, 2017**

A Regular Meeting of the Mt. Crested Butte Water and Sanitation District Board of Directors was held at 5:00 p.m. on Tuesday, **NOVEMBER 14, 2017**, 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:

Sara Morgan      Carlos Velado      Roger Cram      Brian Brown

Also present were:

Mike Fabbre, District Manager

Tim Seifert, Water Plant Supervisor

Jill Norris, District Attorney

Bryan Burks, Wastewater Plant Supervisor

Nettie Gruber, Finance Manager

Tracy Davenport, Admin Assistant

**REGULAR BOARD MEETING**

**1. Call to Order**

The meeting was called to order by Chairperson Morgan at 5:00 pm.

**2. Citizens Comment Period**

No citizens were present.

**3. Draft #3 – 2018 Budget**

The #3 draft budget was discussed in detail.

- Some board members felt the footnotes were confusing and distort the multi-year dollars, however, these footnotes define the items that belong on the relevant general ledger line which is helpful to staff.
- The Reserve Fund line has been renamed and it is in theory a savings account for these funds to be placed in reserve.
- Availability of Service fees will discontinue after the bond is paid.
- Wastewater: salary line includes a full staff of five (5)
- G&A:  
Engineering includes \$50,000 general amount, not dedicated to a project  
Part-Time Office Assistant to help with projects, staff benefits, etc; Xpress Bill Pay has not decreased staff time, convenience for customers; need more justification
- Discussion on staff issues, overtime, comp time and vacation strategy for 2018; payout of comp time unknown
- Capital page: no changes
- Budget must be approved at December 12<sup>th</sup> board meeting to meet State Mandate of December 15<sup>th</sup> for final version presented to the County and State
  
- Rates & Fees Page:  
Use 12% for water rate tiers
  
- MLP surcharge needs a specific time commitment, put on January 2018 agenda

**4. Manager's Report**

Manager's report was reviewed. Fabbre reported the dragon teeth at the bottom of the stilling basin at the MLP dam were installed incorrectly and the new fix is sturdier and was completed as a warranty item.

**9. October 2017 Financial Reports**

- Revenues may not reach full budget amount on taxes
- Tap fees are up and over budget
- Expenses are increased this month and until year end as projects are finished and invoiced
- Salary line will be under budget due to terminations
- Cash flow for the month was negative
- Funds from Bank of the West account #7 could be moved to ColoTrust for higher interest

**MOTION** by Velado and seconded by Brown to approve the October 2017 financial reports.  
Motion voted in favor.

**10. Approve Meeting Minutes**

September 11, 2017

**MOTION** by Velado and seconded by Brown to approve the September 11, 2017 minutes.  
Motion voted in favor.

September 26, 2017

**MOTION** by Velado and seconded by Brown to approve the September 26, 2017 minutes.  
Motion voted in favor.

October 16, 2017

**MOTION** by Velado and seconded by Brown to approve the October 16, 2017 minutes as amended.  
Motion voted in favor.

October 20, 2017

**MOTION** by Velado and seconded by Cram to approve the October 20, 2017 minutes.  
Motion voted in favor. Brown abstained from voting.

November 1, 2017

**MOTION** by Velado and seconded by Brown to approve the November 1, 2017 minutes as amended.  
Motion voted in favor. Cram abstained from voting.

**11. Legals**

- Norris reported that Rob Pierce is working on the MLPR 2<sup>nd</sup> Enlargement
- Scott Fifer is working with Pierce on the Malensek 5 ditch annual report
- Norris will review the IGA with the Town of CB for sludge processing, another IGA may be needed as the 2018 budget includes funds for a capital centrifuge project

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

- Holiday party is tentative for December 14<sup>th</sup> at Elk Ave Prime
- Employee Handbook is near completion, scheduled for January agenda
- New board member discussion, Velado may have a candidate

**13. Adjourn**

**MOTION** by Velado and seconded by Brown to adjourn the meeting at 7:00 pm. Motion voted in favor.

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Nettie Gruber