

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

JANUARY 9, 2018

A Regular Meeting of the Mt. Crested Butte Water and Sanitation District Board of Directors was held at 5:00 p.m. on Tuesday, **JANUARY 9, 2018**, 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 Matthew Gutter

Also present were:

Mike Fabbre, District Manager
Jill Norris, District Attorney via conference call
Nettie Gruber, Finance Manager

Tim Seifert, Water Plant Supervisor
Bryan Burks, Wastewater Plant Supervisor
Tracy Davenport, Admin Assistant
Kyle Koelliker

REGULAR BOARD MEETING

1. Call to Order

The meeting was called to order by Chairperson Morgan at 5:02 pm.

2. Reorganization of the Board

MOTION by Velado and seconded by Cram to nominate Sara Morgan as Chairperson. Motion voted in favor.

MOTION by Morgan and seconded by Velado to nominate Brian Brown as Vice-Chair. Motion voted in favor.

MOTION by Morgan and seconded by Gutter to nominate Carlos Velado as Treasurer. Motion voted in favor.

MOTION by Morgan and seconded by Velado to nominate Nettie Gruber as Secretary. Motion voted in favor.

3. Designate Meeting Place & Notices Posting

2nd Tuesday of Each Month at 5:00 pm

Notices Posted: District Main Office – Mt CB Town Hall – Mountaineer Square Transit Center

MOTION by Velado and seconded by Brown to designate the District Main Office on the second Tuesday of each month as the meeting place and the Notices Posted at the District Main Office, Mt CB Town Hall and Mountaineer Square Transit Center. Motion voted in favor.

4. Citizens Comment Period

No citizens comments were presented.

Velado reported he received a letter via US Mail that was anonymous. He read the letter into the minutes. (copy attached). It was determined the writer was confused with the Mt Crested Butte Town Council and there was no way to respond for clarification.

5. East River Improvement Project Update – Resource Engineering

Fabbre presented the update and advised several issues have come to light regarding the East River raw water line and improvements.

- As there is now new admin personnel at the Forest Service, they have disagreed with the previous administration and the proposed designs.
- A biological assessment may be needed which would be the District's responsibility.
- A new application to rehab the pond may be needed. Certainly a step backwards in these new directives.
- Long Lake is still valuable storage and an easement may now be needed for any pipeline as the CB Land Trust is involved.
- Move forward in 2019 with the above issues.

6. Employee Handbook

A draft had been submitted to the board. Several small changes and verbiage was requested. Also discussed:

- Drug Policy
- Bullying
- Tobacco / Smoking
- Fabbre to revise and present a draft to the board to finalize at February board meeting

7. Project Report Format

- Two formats were presented to the board.
- Lots of discussion, but not a consensus for a single format.
- Staff to work on revising reports.

8. Raftelis Phase 2 Update

- All Raftelis requested information for Phase 2 has been given to them.
- District will inquire about a timeline to finalize Phase 2 for the February meeting.
- A capital funds financial structure is needed.

9. Admin Assistant Position

- Board requested information on what this person would be doing.
- It will be part-time, with no benefits, not a temp position.
- Accomplishments and goals required.
- District Manager given the approval to proceed with supervision of accomplishments.

10. Manager's Report

- In addition to the written report: Wastewater has been doing manual grit removal due to broken equipment.
- No staff has been available for sludge hauling.
- Two separate bids for the Wastewater Coatings and Roof Replacement project have been published.

11. Legals

Norris advised the Water Application for the MLP Reservoir #2 Enlargement has been filed. Also, the IGA with the Town of CB for sludge processing is from 1996 and needs updating.

12. MLP Financials

An update on the MLP financials was presented.

- The amount due from MLP is an interest-free loan on capital projects.
- Discussion was held on merging MLP with the District to unwind the structure.

13. December 2017 Financial Reports

- Additional expenses from December will be paid in January with an updated financial report.
- ColoTrust is paying 1.4% interest and accounts will be restructured to take advantage of this.
- Major expenses were reported.

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

14. Approve Meeting Minutes

December 12, 2017

MOTION by Gutter and seconded by Velado to approve the December 12, 2017 minutes with a one-word change as discussed. Motion voted in favor.

15. New/Old Business Before The Board

- Hunter Hill Annexation has been submitted to the District for inclusion on a possible seven (7) lots
- Self-Nomination forms are ready for the May 8th election
- Steve Snyder has submitted his resignation and retirement as of January 31st
- Joe Fitzpatrick is back to work at the Town

16. Adjourn

MOTION by Velado and seconded by Brown to adjourn the meeting at 7:36 pm. Motion voted in favor.