**ROUND MOUNTAIN WATER AND SANITATION**

**BOARD OF DIRECTORS MEETING**

**THURSDAY, September 21, 2023**

**2:00 P.M. – 3rd Street Gallery Building Conference Room**

**Call to Order at 2:00 p.m. by Dave Schneider, District Manager**

**Roll Call: Dave Schneider, District Manager, Peggy Quint, Assistant District Manager, Carlan Cardenas, Administrative Assistant, Connie Thompson, Board Secretary, Randy Wilhelm, Board Treasurer, Mark Dembosky, Board Member at Large**

**Pledge of Allegiance led by Randy Wilhelm**

**Public input for those not on the agenda will be limited to 3 minutes. – no public in attendance.**

**Additions to the October 19, 2023, Board of Directors Meeting Agenda**

1. **CRA Presentation -**
2. **Budget discussion – Public Hearing will be in November.**
3. **Holman Capitol presentation**

**Administrative Reports**

1. **Assistant District Manager – Peggy Quint**

* **The process with changing Web-based Online Bill Payment System is going well. Xpress Bill Pay will be on-site on October 5th for training. The program will be “live” by the time the training takes place.**
* **Carlan and Peggy will be in Salt Lake City for a Caselle Conference October 9-12. Office will be closed.**
* **Public Hearing Notice for the Budget Approval will be published the 12th and 13th of October for the November 16, 2023, Public Hearing and Regular Board Meeting**

1. **ORC – Steven Koch**

* **Field Techs have been working on several leaks around the district. They have 10k feet more of jetting to complete this year to fulfil the Property and Liability Insurance compliance of jetting 1/3 of our sewer lines.**

1. **District Manager – Dave Schneider**

* **Meter Project – 725 meters are transmitting, which means this part of the project is about 99% complete. Caselle has reported that they have updated the new end points.**
* **Smith Well – Iconergy *will* replace the oversized pump. The oversized pump can be installed on the Gallery Well and the installer may do that for the district at no cost.** 
  + **Chlorinator system – replumbed and CDPHE approved.**
  + **Backup generator – should be installed and propane tank will be installed as well sometime in November.**
  + **Solar Array has a few issues. The invertor is not good and will be replaced under the warranty. It takes two inverters to run the array. There is about 6 more months of warranty. They cost about $2500 each and no spare would be required. Optimizer links the panels together and optimizes the efficiency of the panels. They create more energy than if the panel was running by itself.**
* **Reservoir – Dave gave the go-ahead to the engineers to amend the construction drawings. They hope to have them completed by the middle of October. Due to the reduced cost of the project design being amended, the project is nearly fully funded. Once we get the construction drawings amended and approved by CDPHE, then we can ask for RFPs by January. There are already a few local contractors that are interested in the project. Local materials will be used and will help keep the cost down.**
* **WWTP – Pilot Plant – have a verbal “OK” from CDPHE. Application is almost complete. Dave met with Holman Capitol. They seem willing to lend us the funds to construct the pilot plant. Holman may be attending our October’s meeting. It depends on CDPHE’s official approval. There will be public notification to the town boards and perhaps the local radio station to update them on the status. Dave met with DOLA. They are researching the possibility of a partial grant for pilot plant a possibility. Powel Water to keep working on draft construction bid documents so that when/if we will be ready to move on the project. So far it has cost us about $7,000 for the work Powell Water has done.**
* **Augmentation Plan Update – It has been a good water exchange year as the rain came at perfectly spaced intervals, so the creek has not run dry at all. We will enter the Fall Season at full pool. We have 355 acre-feet in DeWeese, and we will be right at that at the end of October. There was a challenge from a rancher when it started to get dry. The rancher went to Division II with objections, however, RMWSD was defended by Division II because the district does what is required.**

**Consent Agenda**

1. **Approval of the Minutes of the August 17, 2023, Regular Board Meeting**
2. **Financial Report and Approval of Checks for August 2023**

**Motion to approve the Consent Agenda was made by Randy Wilhelm and seconded by Connie Thompson. Vote to approve the motion was 3-0**

**New Business**

1. **SDA Conference report**

* **Connie**

**Connie attended several breakout sessions that were very informative. She was most impressed with the less than technical information. She was surprised that attendance at RMWSD’s presentation was not more since it was good news! She felt she learned a lot about Eagle River and affordable housing. They have gotten into the real estate business for their employees. They have purchased units that they can rent at 80% of the market rate, so they can hire employees that will stay. There are four small towns in their area. If the employees can’t afford to live within the district, the response time is longer than if they lived close by. They also don’t really have the locations for new housing. Connie didn’t feel it was prudent to get into the real estate business. They have two full-time employees that handle just that part of their district. RMWSD strives to make wages so that employees can afford housing and offer benefits that make working for Round Mountain attractive.**

* **Dave**

**Dave said he enjoyed visiting with the specific financing companies, Iconergy, Fromm and new relationships were developed during the week.**

* **Mark**

**The appraisal of the Colorado River was concerning to Mark. We have decrees that will allow us to book water from the Pueblo Reservoir. He was glad to hear that current laws cover RMWSD. Some of the larger towns in the Arkansas Drainage System will start to shop for water rights. It is beneficial that we have teamed up with Upper Arkansas River Conservancy District. Mark said he feels that educating the community is essential, especially when a rate increase is presented to customers.**

* **Peggy**

**Peggy has found that the breakout sessions that are available to watch online at another time, allowed her to visit face to face with the companies that she is involved with on a day-to-day basis. She visited with CSD Pool, Streamline, Fromm, CEBT, and CRA. Dave and Carl did a great job in their presentation.**

* **Carlan**

**Carlan appreciates that SDA stays on top of legislation that is pertinent to RMWSD. She said she gained more knowledge of Special Districts and how we are all facing the same challenges.**

1. **2024 Budget Draft discussion – RMWSD conducted a rate study in 2020 that was paid for by a grant. We had not increased rates on a consistent basis. The rate study resulted in a plan to increase rates in smaller annual increments. Our budget has become an operating reality rather than a task to complete to comply with regulations. Each year we are producing an actual tool that we use regularly. The 2024 has a few big items to note. Our revenue for water and wastewater are projected with a 3% increase. We projected a matching retirement fund; a 5% Cost of Living Increase, and a $2/hour wage increase for when that takes place. Two major projects, The Wastewater Treatment Plant and the Reservoir, were not included in the 2024 Budget, so the proposed income and expenses are not reflected yet. It is easier to amend the budget than include it in the final budget. The projected tap purchases were calculated at only five. If the moratorium is lifted, the revenue for taps will increase. The Public Hearing will be held on November 16, 2023, at 2:00 p.m. and the board can approve the rate increase and the 2024 Budget on that date.**
2. **Rate Increase Proposal for 2024 discussion – Dave presented a Rate Proposal Chart. Board members were in agreement with the increases. Park Rates will be discontinued. The monthly rates will be at about 3% and rounded to an even amount for bookkeeping purposes. Peggy suggested that the NSF fee be increased from $25 to $35 to cover the charges that the district receives from the bank when a check does not clear the bank, or the customer does not input the payment method correctly and it rejects.**
3. **CEBT Insurance Renewal for 2024 Approval – Peggy pointed out the increase in health insurance from $831/month to $860/month, Dental remains the same and Vision has been reduced to $7/mo. This is per month – per employee. Life Insurance and Long-term and short-term disability insurance is based on wages of the employee and are reflected in the draft budget for 2024. Motion to renew the CEBT Insurance at the new rates was made by Connie Thompson, seconded by Randy Wilhelm and vote was unanimous.**
4. **CRA Retirement discussion after meeting with them at SDA – This is the only company in Colorado that has these very competitive rates. They are a not-for-profit organization. They are very safe and “neutral” with a 6 to 8% return on investment. Employees have control over their investments and can choose a riskier commodity if they wish. Consensus by the board to move forward with CRA and invite them to the next meeting.**

**Old Business**

1. **Update on potential solar array on 40 acres – The agreement has been sent to the attorney with a few changes. Pivot Power is still interested in the 40 acres. Dave will send the amended agreement. The first two years RMWSD will have access to the property. After that, there will be limited to no access to the property. This agreement will be work $40K/year and electrical credits.**

**Adjourn at 4:10 p.m.**