



Round Mountain Water and Sanitation

Board Meeting Minutes

February 6, 2020

Call to Order – Meeting was called to order by Charles Bogle at 2:04 p.m.

Roll Call – Charles Bogle, Steve Lasswell, Randy Wilhelm, Peter Ewing, Greg Smith. Staff present: Dave Schneider and Peggy Quint. There were no board members absent and there was no public attending.

Additions to the February 20, 2020 Board Agenda

1. Resolution for Line Extension
2. Resolution for ICONERGY
3. Resolution for Rate Increase
4. Resolution for CORA
5. Line Extension Policy – staff recommendations to Board
6. Pay Schedule for Field Techs

Old Business

1. **Report from the Project Management Conference** – Peggy Quint reported that her take-aways from the class was that RMWSD needs to know their stakeholders, communicate with the stakeholders, and know our project. She felt the scenarios and the problem-solving teamwork was beneficial. Dave Schneider stated that it was basically an overview of project management. Greg Smith said that it reminded him that RMWSD needs to run tighter meetings, that customers need to know what is going on and the District needs to manage interactions.
2. **Update on Line Extension Reimbursement Policy** – Information was sent to the Board in their Board Packets. The Line Extension Reimbursement Policy has been sent to the District Attorney to look over. Dave presented the Attorney's advise and after a short discussion, Dave stated that he will get the changes made and the February 20, 2020 Board meeting will include the final copy and be ready for approval with a Resolution.
3. **Rate Study – Public Meeting assessment** – Charles stated that we have accomplished what we set out to do – to inform the public, allow the public to ask questions, give comments and be a part of the Board's decision. It was unfortunate that only 6 people attended. Chris did a good job.
4. **Rate Increase discussion** – Staff recommends that the water base rate be raised to \$25.00 and the sewer base rate be raised to \$30.00, with a tiered rate for higher usage customers. Dave explained that at this time the parks are being charged more than what it costs to provide the treated water to the parks. Dave said that he would like the rate increase to start in March which will reflect on the bills the customers receive in April. At the end of five years, we will reach our reserve goals with an increase on a yearly basis. Office staff

requested that at least the base rate be an even dollar amount. This makes it easier for bookkeeping purposes. They realize this will not always be the case, but at least for the base rate, it will be helpful.

New Business

1. Iconergy - Letter of Intent – This meter replacement program will replace our old meters with ultrasonic meters that can alert operations of even the slightest leak at the time it happens. The meters will be more accurate and will help the District track the water that has been lost over the past years. Carl Hurst is confident that the revenues that will be recovered with the meters will more than pay the loan payment which will cover the meters, installation of the meters and well upgrade. It will be a 15-year note. The Board agreed that the District should move forward.

2. SGM – Negotiation of a new expense budget – RMWSD is \$150,000 over last budget for the WWTP project. At this point, the District needs SGM to line up the expenses that will take us to groundbreaking. Dave presented the latest plant plans. He said that since we have had the delays, it has become clearer what our needs are going to be when it comes to staff and the equipment needed. Next goal is the Basis of Design. We will wait on that approval. The bridge loan is still being worked on by George. There should be no more surprises moving forward.

3. Resolution 2020 - ___ District's CORA (Colorado Open Records Act) Policy – Peggy Quint explained the CORA Resolution that was in the Board Packet. After some explanation about what CORA is and how it effects the District, the Board suggested that the Resolution be sent to the District Attorney and have him look it over before Board approval.

Administrative Reports

- 1. District Operations Manager – Dave Schneider** – Water Attorney has fine-tuned the paperwork. We are close to wrapping it up. RMWSD wants the power to protect current and future rights. The District interest is in the number of feet of our infrastructure. The Deweese feasibility study bill was about \$1,300.00. Dave presented a list of what needs to be done regarding taps, i.e., who owns what, who pays what, Extension Rebate Policy, what we expect of the developer. District needs to address upsizing needs. Dave asked the board about how they would like this addressed, such as, staff puts together the recommendation and presents it to Board and Board can decide or hold workshops for the Board to work through the information. The Board is comfortable with staff recommendations.
- 2. District Business Manager – Peggy Quint** - Peggy is communicating with Caselle regarding an inventory module. Doris Swim has said she would possibly get RMWSD caught up on the inventory situation. She should write up a contract with pay requested and the amount of time it would take to get us back on track. She could possibly do this from home. Peggy would like for the District to streamline the inventory process and get the Field Techs to take ownership in that process. Its difficult for office staff to know where parts are located and when they are bought and when they are used.
- 3. District Consultant – George Medaris** - George was not present at this meeting. He is planning on attending the February 20, 2020 Regular Board Meeting.

Adjourned at 4:48 p.m.

Respectfully submitted by: Peggy Quint, District Business Manager