

Tabernash Meadows Water & Sanitation District
Board of Directors Meeting Minutes
729 Aster Drive, Tabernash, CO 6:00 p.m.
November 12, 2019

1. Call to Order:

- a. President O'Donnell called the meeting to order at 6:00 p.m.
- b. Board Members and Staff present: President O'Donnell, Vice President Anderson absent/excused, Treasurer Drewett, Member at Large Sprague, Member at Large Thoms, Manager Yoder, Accountant Schmiedbauer. Public present: David Barker.
- c. There were no disclosures.

S.P.
Sprague

2. October 2019 Financials:

- a. Schmiedbauer detailed the October check register, managers credit card, and financial statements.
- b. Drewett motion to approve financials as presented, Sprague 2nd, without further discussion motion approved 4-0.

Sprague

3. Approval of Minutes: October 8 & 30, 2019 & August 20

- a. The Board reviewed the October 8th regular meeting minutes noting there was no September board meeting. The October 30 special meeting minutes were also reviewed.
- b. Sprague motion to approve the 10-8 & 30th minutes as presented, 2nd by O'Donnell. Motion approved 4-0.
- c. The August 20, 2019 special meeting minutes were discussed. Sprague motioned and O'Donnell 2nd, to approve the minutes as written. Anderson approved as written via email. Motion approved 3-0.

Sprague

4. 2020 Draft Budget Presentation:

- a. Schmiedbauer detailed 2020 draft budget, highlighting revenues including mill levies and service fees, as well as operation and capital expenses.
- b. The Board will consider adoption of 2020 proposed budget following Public Hearing 12-10-19.

5. Managers and Operations Report:

- a. Yoder reported daily operations and waste treatment discharge are running well. Yoder is working with the District Engineer and CDPHE to consider a general waste treatment discharge permit. Once CDPHE

responds to our questions, Yoder will report back if a general permit is acceptable.

- b. **Water Rights Update:** Highland Investments has filed a water rights case. TMWSD has filed opposition to stay informed of the proceedings.
- c. **Yoder met with Middle Park Agency to update the District liability insurance.** The renewal cost is slightly higher than expected. Yoder recommended renewal for 2020. Yoder noted the District should re-examine replacement costs of high value assets in 2020 to be sure there is sufficient coverage based on increasing construction costs.
- d. **Yoder reported Mary B. and Oakley E. both passed "C" and Collection 2 waste water licenses.** Both Operators received corresponding hourly wage increases for the licenses.
- e. **Yoder reported he has completed staff performance reviews.** All staff members should be recognized for their hard work and willingness to take on added tasks and responsibilities in 2019. Yoder reminded the Board performance bonuses are at their discretion and while not mandatory are usually awarded in December following annual review. Yoder noted wages were under budget due to staff turnover and recommended net bonuses: Ellis; \$600, Baxter; \$1200, Schmiedbauer; \$600.00, and Yoder; \$2400. Following brief discussion Drewett motion to approve as recommended, Sprague 2nd. Motion approved 4-0.

6. Old Business: None

7. New Business:

- a. **Yoder presented the Board with the Shilling & Co. 2019 Financial Audit engagement letter.** Drewett motion to accept Shilling & Co. for the 2019 Financial Audit, Sprague 2nd. Motion approved 4-0.
- b. **The Board held brief discussion and unanimously agreed to abstain from voting or assigning a proxy in PCV OA elections.**

8. Kim Seter Status Report:

- a. **Red Hawk Ranch: No change in status.** The Board gave Yoder direction to contact RHR representatives and urge progress for a water service agreement proposal.
- b. **Lot 19: No change in status.**

