



**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
CRESTED BUTTE SOUTH METROPOLITAN DISTRICT**

February 23rd, 2022

A regular meeting of the Board of Directors of the Crested Butte South Metropolitan District was held Wednesday February 23rd, 2022 at 6:00 p.m., at the office of the District, 280 Cement Creek Road, <https://us02web.zoom.us/j/81584609009?pwd=R1I4QUxoYVYVckMxK3czTkZrNmhmUT09>
Meeting ID: 815 8460 9009 Passcode: 484851

Board Members in attendance: Tom Hein Kurt Feltus
Benita Bellamy

Excused Board Members: Tom Dill Margaret Dethloff

Also present were: Ronnie Benson, District Manager
Annie Parr, Secretary of the Board
Lillian Tolve Kevin Tone

I. Call to Order

- The meeting was called to order by Hein at 6:07 p.m.

II. Public Comment Period

- No citizens presented comments.

III. Approve Meeting Minutes from January 26th, 2022

MOTION by Bellamy and seconded by Feltus to approve the minutes from January 26th, 2022 as drafted. Motion passed unanimously.

IV. January's 2022 Financial Reports and Current Bills

- January's major expenses were JVA for wastewater treatment plant expansion engineering, Capital One for credit card charges, Upper Gunnison River for 2022 Meridian augmentation, and iamGIS Group LLC for 2022 annual software fee, support and maintenance.
- Bills questioned were Capital One, Upper Gunnison River, iamGIS Group LLC, JVA, Law of the Rockies, Wright Water Engineers, and Dana Kepner. The Board found all bills questioned to be in order.
- January's budget was in the deficit due to large annual expenses.

MOTION by Feltus and seconded Bellamy by to approve January's current bills. Motion passed unanimously.

V. Award WWTP Expansion Contract

- The District held a non-mandatory pre-proposal meeting for contractors on January 25th, 2022 and four contractors attended the meeting.
- Two contractors submitted proposal for the WWTP expansion which were reviewed on February 9th, 2022.
- Both proposals met the requirements of the RFP.
- Stanek provided the lowest overall cost proposal for total estimated construction services.
- Moltz did the last WWTP expansion for the District, but there was some concern with Moltz over timing on when they would provide a contractors maximum price.
- Stanek could meet the District’s timeline.
- Local and out of area subcontractors would be reviewed and selected during the process.
- JVA noted there has been a lot of discussion at the state level that there is money from the State Infrastructure Act through the state revolving loan process for loan forgiveness. The District is not disadvantaged, but there might be funds available for loan forgiveness for current projects. Funds and the criteria for loan forgiveness have not been determined or approved.
- Based on the proposals received, references, and average Evaluation Criteria, it was recommended by JVA that the District issue a Notice of Award (NOA) to Stanek for the Design Phase Service Contract for the District’s Project in the amount of \$12,000.

MOTION by Hein and seconded by Feltus to issue a Notice of Award (NOA) to Stanek for the Design Phase Service Contract for the District’s Project in the amount of \$12,000. Motion passed unanimously.

VI. Resolution 22-03 To Amend Water and Sewer Tap Fee Allocations

- General tap fees would be allocated at the same percentage of water and sewer rates to water capital revenue and sewer capital revenue.
- Water only tap fees would be allocated at 100% to water fund capital revenue.
- Sewer only tap fees would be allocated at 100% to sewer fund capital revenue.

MOTION by Hein and seconded by Bellamy to approve Resolution 22-03 to amend water and sewer tap fee allocations. Motion passed unanimously.

VII. Unscheduled Business

- The Board reviewed the letter from Mark Trittipio from Haverly, LLC to waive monthly fees until July 2022 for 12 townhomes being built on 63, 83 and 103 Haverly.
- The project has done some excavation work and built a retaining wall, but have not tapped into water and sewer services.
- Haverly, LLC paid the tap fees for this project in June 2021.
- The Rules and Regulations for 2021 specified quarterly accounts were transferred to monthly billing six months after their tap fee was paid regardless if services had been turned on.
- Starting January 1st, 2022 the Board approved transferring quarterly accounts to monthly billing once their services had been turned on by the District, but not to exceed two years after the tap fee was paid.
- The request was tabled until the next regular meeting pending full Board approval.

I. Manager's Report

- The District has interviewed several highly qualified applicants for the Water Operations Coordinator and Heavy Equipment Operator. No internal employees have applied for the position, but Benson anticipated to extend a job offer early March.
- The District did not collect any tap fees in January.
- The Avalon development has drilled test wells and felt the water was better than expected.

II. Adjourn

MOTION by Hein and seconded by Bellamy to adjourn the meeting at 8:01 p.m. Motion passed unanimously.



Annie Parr – Secretary of the Board