

ROUND MOUNTAIN WATER & SANITATION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
March 21, 2019 at 5:15 p.m.

Board Members Present: Peggy Quint, Steve Lasswell, Randy Wilhelm, and Greg Smith

Board Members Absent: Charles Bogle

Staff Present: George Medaris, District Manager; Dave Schneider, Operations Manager

Visitors Present: Matt Hutson SGM, CJ Goebel, Mike Haga

Call to Order:

The meeting was called to order at 5:15 p.m. by Peggy Quint.

Roll Call

Pledge Allegiance

Public Input – None

Additions to the Agenda for the next meeting - None

Old Business

1. Water Rates for Parks - A decision was made to continue with the discounted park water rates for the 2019 irrigation season. A letter will be written to the park owners explaining the decision and encouraging them to begin water saving measures as the rates will go up in following years.
2. Water Line Analysis on Hermit Lane - Matt Hutson with SGM engineering gave his opinion approving the concept of abandoning the section of the 1875 water main that crosses the Haga parcels. There will be little to no impact to water flow or pressure.
3. Claretha Development Review – CJ Goebel shared his current development plan on the Claretha lots. The plan is to install a new sewer line from Hudson St to Mill St in Silver Cliff. The water main for these properties will be connected to an existing main in Mill St. The plans are to build twelve houses per block, starting with two houses to be built this year. A discussion concerning rebates for installing the sewer lines ensued, concluding that the new rebate policy would not benefit the developer since he owned all the lots adjacent to the new sewer line. A discussion concerning who would be responsible to upgrade the existing 4 inch water main in Mill street ensued, RMWSD will let the developer know of their decision at the May 4th, 2019 regular board meeting.

4. Water Pressure Review, Upper SE Corner of Zone 2 – Matt Hutson with SGM engineering gave a presentation with preliminary solutions to solve the low water pressure issues in this area. One possible solution is to extend the Gallery well main north from 4th St to 1st St and then isolate and connect the upper SE corner of zone 2 into zone 3 and let it be regulated by the existing booster station. He recommended further water modeling and engineering to be completed before starting the project. Concerning the Gallery well upgrade, SGM recommends installing a higher capacity pump along with a larger drop pipe.
5. Reserve Policy – Tabled

New Business

1. Visioning Workshop – A visioning workshop is scheduled for April 13, 2019 from 10am to 2pm. Sheryl Trent with SBrand Consulting, LLC was approached to lead and moderate this discussion. Randy Wilhelm made a motion to approve the Letter of Agreement with SBrand Consulting, LLC. Steve seconded, motion was passed unanimously.
2. Front Office Staffing – Both office positions are open as Herdis Sobel has announced her departure effective April 12, 2019. Dave Schneider has interviewed two candidates, one for an office position and one for a field tech position. There was discussion on the job descriptions of the two office positions. The decision was made to expand the role of one office position to an Office Manager. New job descriptions will be written.
Peggy Quint expressed interest in applying for the Office Manager position and recused herself from further discussion and temporarily left the meeting room. A motion was made by Greg Smith to establish a search committee consisting of Steve Lasswell and Randy Wilhelm. Randy seconded, motion was passed unanimously. A meeting was set to interview Peggy Quint at 9am, March 22, 2019.
3. Management Company – Peggy Quint rejoined the meeting. The use of a Management company will be fleshed out during the Visioning Workshop. Costs of such services need to be explored.
4. Phone policy – A proposal concerning a change of the ownership of phones was discussed. Traditionally, RMWSD paid for both the phones and plans for the operations staff. George Medaris recommended that the operations staff should buy their own phones and plans and RMWSD would offer an \$80/month stipend to each operations staff to cover those expenses. The Board approved the proposal by consensus.

District Manager Report – No additional items

Operations Manager Report

Dave Schneider mentioned that a Core Drilling company was hired to do core sampling and monitoring well installation at the Johnson Ranch. This is scheduled for the 29th and 30th of April, 2019.

Meeting was recessed at 7:40 pm. Meeting will resume on Tuesday, March 26, 2019

Respectfully Submitted,
David Schneider

ROUND MOUNTAIN WATER & SANITATION DISTRICT
BOARD OF DIRECTORS
CONTINUATION OF RECESSED MARCH 21, 2019
REGULAR MEETING
at 1:00 p.m. March 26th, 2019

Board Members Present: Charles Bogle, Steve Lasswell, Randy Wilhelm, and Greg Smith

Board Members Absent: Peggy Quint

Staff Present: George Medaris, District Manager

Visitors Present: None

Call to Order:

The meeting was called to order at 1:00 p.m. by Charles Bogle.

Roll Call

Report by Staffing Committee

The staffing committee, consisting of Steve Lasswell and Randy Wilhelm discussed their findings and recommendations concerning the needs of the district's business office to bring on an individual with strong office management skills. Manager Medaris presented a proposed Job Description for the Office Manager Position with the stated intent to review and update the description after 6 months. Director Smith moved to adopt the Position Description, which was seconded by Director Wilhelm. The motion was passed unanimously.

The committee also reviewed the resumes of those individuals with applications on file. They also meet with Peggy Quint, current board member and felt that she has all of the qualifications necessary for the position with the added benefit of 9 years' experience of the district and its operations as long as she resigned from the Board prior to starting work. The final decision was left up to the District Manager.

The meeting was adjourned at 1:45 pm

Respectfully Submitted,
George Medaris. District Manager