

Tabernash Meadows Water & Sanitation District
Board of Directors Meeting Minutes
729 Aster Drive, Tabernash, CO 6:00 p.m.
January 12, 2021

1. **Call To Order:**
 - a. Anderson called the meeting to order at 6:01 pm.
 - b. Board Members and Staff present: Co-President Anderson via video, Treasurer Drewett via video, Co-President Sprague via video, Member-at-large Thoms via video, Manager Yoder via video, Accountant Schmiedbauer via video. Public attending: Jerry Nissan
 - c. There were no disclosures.
2. **Board Seat Vacancy:**
 - a. Discussion was held to continue to seek an appointee.
3. **December 2020 Financials:**
 - a. Schmiedbauer detailed the Preliminary 2020 financials and monthly financial statements, check register and managers credit card for the Board.
 - b. Drewett motion to approve November financials as presented. Sprague 2nd, motion approved 4-0.
4. **December 2020 Board Meeting Minutes:**
 - a. Having reviewed the minutes, Sprague motion to approve the minutes as presented. Thoms 2nd, motion approved 4-0.
5. **2021 Annual Administrative Resolution, Public Notice and Rate Structure:**
 - a. Yoder highlighted changes to the AAR, Public Notice Location, and Rate Structure for 2021.
 - b. The Board unanimously voted Bill Anderson President, Dick Sprague Vice President, James Drewett remains Treasurer, Mark Thoms remains Member At Large.
 - c. Thoms motion to approve changes and accept the AAR, Public Notice, and Rate Structure, Drewett 2nd. Motion approved 4-0.
6. **Managers and Operations Report:**
 - a. Yoder has video conference scheduled with Jim Pearce of Canyon Water, and Scott Bradley's water engineer to discuss storage and allocation spreadsheet. No change to Highland case or Grand Enclave.
 - b. Yoder reviewed the monthly operations report, noting consistently higher flows at the water and wastewater treatment facilities. Biosolids

removal is also trending higher for 2020. Budget adjustments were made for 2021.

- c. Yoder will begin search to fill operations staff vacancy with ads in the local paper and Colorado Rural Water Association website. The opening will also be on the District website.
- d. Yoder requested release of 2021 capital for new SCADA software noting a \$2000.00 increase over budgeted amount. Board directed staff to make the expenditure, with direction to absorb the overage in other areas of the annual budget.

7. Seter Status Report:

- a. Newton detailed changes to employment law beginning in 2021.
- b. Yoder has received Board Member annual Qualifications and Disclosure forms except for Thoms. Thoms will plan to complete the forms the week of January 18.

8. Public Comment: Jerry Nissan commented the HOA has interest in the reservoir operations. Yoder and the Board agreed the District should hold a workshop in the near future to open communications on the operations and challenges surrounding the reservoir (PCMR #1).

10. New Business: Late fee requests.

- a. The Board considered 2 late fee waiver requests. Board discussion was held at length including; granting waivers should not be subjective or discretionary. Board Members agreed late fees off-set expenses tracking and collecting late payments, but there can be some manner for relief. Drewett motion to grant late fee waiver if the customer signs up for Auto-Draft(ACH). Sprague 2nd, motion approved 4-0.

11.: Old Business:

- a. Yoder is working to finalize details on lot 21 new infrastructure as the warranty period ends in February.
- b. Yoder detailed water use overage patterns. The District has not charged water use overages in 2020 due to covid-19. After discussion, Drewett motioned to end water use overage waivers district wide. Sprague 2nd, motion approved 4-0.

12. Adjourn: 7:31 pm. Next meeting 2-9-2021 6 pm.

Approved 4-0 via video board meeting 2-9-2021