

**MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
CENTRAL CLEAR CREEK SANITATION DISTRICT**

August 15, 2019 5:30 P.M.

Two Brothers Deli, 1424 Miner St, Idaho Springs, CO 80452

ATTENDEES

Directors present: Vince Deitrick, Treasurer
Jessica Warren, Secretary
Joseph Palmer, Secretary

Others present: Carmen Barker, District Manager

**ADMINISTRATIVE
MATTERS**

Attendance and Agenda: The meeting was called to order by Ms. Warren at 5:42 pm and a quorum was noted. Mr. Deitrick motioned to accept the minutes, Ms. Warren seconded. Mr. Miller & Mr. Wilson was excused from the meeting. The Agenda was unanimously approved.

NEW BUSINESS

ADMINISTRATIVE MATTERS

Mr. Erb presented a Will Serve Letter request for wastewater services for the property east of the Clear Creek County gun range. Mr. Palmer motioned to accept the Will Serve Letter request for wwtp services, Mr. Deitrick seconded. The Agenda was unanimously approved.

OPERATORS REPORT

Ms. Barker read the operators report

ENGINEERING REPORT

Ms. Barker updated the Board on the new facility.

LEGAL COUNSEL

The Board discussed the inclusion of property for Mr. Smith. It is located east of the gun range. Ms. Warren motioned to accept the Resolution of Inclusion for the property. Mr. Palmer seconded. The Resolution was unanimously approved.

MANAGER'S REPORT

Ms. Barker read the managers' report.

FINANCIAL MATTERS

Mr. Deitrick motioned to accept the financials Mr. Palmer seconded. The motion was unanimously approved. Claims of \$11,781.14 were submitted to the board. Mr. Deitrick motioned to accept the claims of \$11,781.14, Mr. Palmer seconded. Claims were unanimously approved.

Ms. Barker updated the Board on the progression of the 2018 Audit.

Mr. Deitrick motioned to approve a lockbox portal Mr. Palmer seconded. The motion was unanimously approved.

Mr. Palmer motioned to change the Districts merchant company (BluePay) to JetPay. Mr. Deitrick seconded. The motion was unanimously approved. JetPay will have a link on our website for customers to be able to login and make a payment towards their invoice. The cost to the customer to use the service is \$2.50 per transaction.

Ms. Warren motioned to give customers a one-time \$10.00 discount to those customers that are willing to go paperless. Mr. Deitrick seconded. The motion was unanimously approved

OTHER BUSINESS

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion by Mr. Palmer, seconded by Mr. Dietrick and upon unanimous vote, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,
Carmen Barker, District Manager

THESE MINUTES APPROVED AS THE OFFICIAL August 15, 2019 MINUTES OF CENTRAL CLEAR CREEK SANITATION DISTRICT BY THE BOARD OF DIRECTORS.

John Wilson, President

Vince Deitrick, Treasurer