

**MINUTES OF WORKING MEETING OF THE  
CONCHO WASTEWATER IMPROVEMENT DISTRICT  
August 21, 2018**

**Call to Order was at 9:11am. Meeting was held at the CWID/ Livco Water Co office at #1 CR 5100.**

**Attending was Bill Wilder and Susan Maddock. Tracy Howard was not in attendance. Jenni Wicks attended as Clerk and Manager. One person from public attended.**

1. Approval of minutes for June 16, 2018: Wilder motioned to approve. Maddock seconded. All voted in favor to approve.
2. The discussion with David Romero of Apache County Treasurer office did attend the meeting. Wicks will contact him to see if can come to the next meeting.
3. Discussion concerning an exemption to the rates for small businesses. Chuck Burt from American Feed has a business with one sink and toilet and uses under 1000 gallons per month with occasional water used outdoors that does not go into the sewer system. Wicks said that Livco only uses about 300-400 gallons per month and does not put in as much effluent as a residence. Both companies feel there should be an accommodation made for small businesses that do not use much water. Burt said that any extra costs to him will help his business and when he uses too much water, it seriously affects him. He also discovered that someone was stealing water at night from his hose bib and this has been stopped.

Wicks suggested keeping the \$50 flat rate but to include 1000 gallons in the flat rate fee. Any gallons after that would be charged at the normal \$3.50 per thousand gallons. At current uses for the 4 commercial accounts, this would cost CWID \$146 per year. Or CWID could come up with a small commercial rate or use the costs based on the public restroom rates.

Maddock felt the 1000 gallons included in the base rate was the best to keep the playing field even. There could be a problem defining what exactly a small commercial customer is. Wilder agreed. Wicks stated this could be used just until the next budget and rates meeting in the spring of 2019 to see how it effects the income levels.

Maddock motioned to vote on including 1000 gallons in the basic \$50 commercial rate for all commercial accounts with overage staying at the \$3.50 per thousand gallons. Wilder seconded. All voted in favor.

4. Discussion of financials with manager. Wicks stated that income and expenses are about as projected. Tax revenue is up slightly for this time of year. CWID now has 31 active customers.

The ownership of Livco is changing at the end of the month but there will be no change to CWID's operation according to the new owner. Wicks will invite the new owner to a future meeting if he wants to meet the board. Wilder asked how the Livco plant is doing and Wicks said everything is running fine with no major repairs needed at this time.

Carlson came back with a higher estimate on Lift #5 behind the Maddock house. The previous estimate did not include all of the repairs that needed to be done, just enough to get a second pump running. The new estimate is \$33,000 including Livco work and pumping. This would take the funds from the epoxy projects. Matt Davis said the epoxy could be put off for a year if needed. Maddock asked how much the last lift station overhaul cost and Wicks said it was about \$33,000.

Maddock motioned to vote to delay the epoxy project until next fiscal year and to go ahead with the complete repair on Lift #5. Wilder seconded. All voted in favor.

Howard joined the meeting at 9:35.

5. Discussion if CWID will be giving any kind of financial assistance to the person finishing the Concho West Shore development other than the standard 10% rebate for 10 years on revenue. The board will not offer anything other than the normal Line Extension Agreement with 10% revenue over 10 years.
6. Wicks gave background on latest hookups. 2 for the Domas brothers in Units 5A and 5B. They have a temporary permit for 6 months to hookup their trailers while their house are being built. If there are any leaks detected they will be shut down immediately. Banta is in the process of connecting 3 trailers onto the lot next to the motel but they need to have the lines they laid dug up and inspected by the county and CWID. Maddock asked about multiple home rates on one connection. Wicks explained that the first connection is charged \$35 and other homes afterward are charged \$25 each. If they put multiple RVs, the county will designate them as an RV park at which time they pay a commercial rate and charged by the gallons that they use. This will cover any extra effluent demand on the system. Maddock asked about the subdivide lot fees and Wicks explained they are in place with a one-time fee of \$500 per new lot. Howard asked about the county permit date for Banta – May 15, 2018.
7. Discussion of new POC testing well. The well is installed and the first test has been drawn from it. The well is about 300 feet and has a better and more efficient control system than the old well.
8. Discussion of plant status and repairs. Wicks said that since the Lift #5 repair will be more expensive, the epoxy project will be delayed. The smoke testing of the lines in Old Concho will be delayed as there is no industrial sized fan available to rent in the area. Wicks will keep it on the list and periodically check with the rental companies in case they decide to add it to their inventory. After the repairs are done on Lift #5, the mapping project will be discussed at a board meeting to see if there are funds to proceed. Wicks is still looking for a company that can do the line clearing for a reasonable rate.
9. The next public meeting will be November 3, 2018 at 9:00am at the CWID/Livco office.
10. Wilder motioned to adjourn. Maddock seconded. All voted in favor of adjourning at 10:30AM

Dated this 21st day of August 2018

CONCHO WASTEWATER IMPROVEMENT DISTRICT



Jenni Wicks, Clerk