

**MINUTES OF HEARING AND WORKING MEETING OF THE  
CONCHO WASTEWATER IMPROVEMENT DISTRICT**

**June 17, 2017 at the Livco/CWID office**

1. **Call to Order was at 9:05am**
2. **Attending was Susan Maddock, Tracy Howard, and Bill Wilder (by phone). Jenni Wicks attended as Clerk and Manager.**

**HEARING OF NEW 2017/2018 BUDGET & RATE CHANGES**

**The Board approved the new budget and rates** as decided at the May 13, 2017 public meeting.

There was a recommendation by Wicks to remove the High Density fee for commercial accounts as those accounts pay by water usage so the extra amount of effluence is covered with the user fee. There were no public comments. Maddock motioned to approve the rates excluding the High Density fee for commercial accounts. Howard seconded. All voted in favor of the new rates with the exclusion.

There were no public comments or board discussion on the new budget proposed at the last meeting. Howard motioned to approve. Maddock seconded. All voted in favor of the new budget.

**REGULAR AGENDA FOR WORKING MEETING**

1. Approval of Minutes of May 13, 2017 meeting.  
Howard motioned for approval. Maddock seconded. All voted in favor of approval of minutes.
2. Manager advised the Board that there has been one account cancellation but no other major changes to the revenue or expenses. She explained that she included estimates in the projections for the approved maintenance projects and it looks as if there are funds to pay for them from the emergency funds up to December. Wilder asked if the state regulations required formal bids for all projects and Wicks said that it is not necessary.
3. Manager explained to board that she is ordering the work with Carlson and Sons for the first, second and third priorities as decided in previous board meetings. There are no other new maintenance projects at this time.
4. Manager explained that the house in the unfinished Concho West Shore subdivision would like to hook up to the sewer system so he can use his house. After Wicks discussed it with the maintenance supervisor, they came up with a plan that the owner could run a line with a grinder pump to connect to the main sewer line which is on the other side of the wall from his property. She suggested that CWID allows him to do this at his cost with the understanding that whenever the subdivision is completed, the owner must disconnect that line and hook up into the main lines within the subdivision. This would be an agreement only with this property owner because they already have a house built and there are no other structures in that subdivision. There should be a legal form attached to the lot so if it is ever sold, the new owner is under obligation to hook up to the subdivision whenever it is completed. The property owner would pay all legal, engineering and construction costs.  
Maddock stated she wanted it included that it is for residential purposes only. Howard suggested that if in the future someone wanted to make the building into a commercial building, they would need to apply to the CWID Board for approval. Maddock also wanted to approve stating that they must use a licensed contractor so we know the work is done correctly.  
Howard motioned to approve this connection following all of the stated restrictions and legal wording. Maddock seconded. All voted in favor of approval to connect.
5. Wicks asked if Wilder had gone to the bank yet to fill out the paperwork for the bank account. Wilder plans on doing that next week. When that is done, Maddock and Wicks can go in and sign the card.
6. Announcements: Howard stated that she will not need to go back east this year. Howard asked to add to the next agenda a discussion on the request for a Concho Can building at the Lions Park to be connected to the sewer system.

7. The next meeting will be August 19, 2017 at 9:00am.
8. Maddock motioned for adjournment at 9:45am. Howard seconded. All voted in favor to adjourn.

Dated this 20th day of June, 2017

CONCHO WASTEWATER IMPROVEMENT DISTRICT

A handwritten signature in black ink, appearing to read "Jenni Wicks", written in a cursive style.

Jenni Wicks, Clerk