

---

# RECORD OF PROCEEDINGS

# MEEKER SANITATION DISTRICT

---

## Regular Board Meeting

**October 9, 2024**

Chairperson Hoke called to order the Board Meeting. The regular meeting of the Meeker Sanitation District Board of Directors was held Wednesday evening October 9, 2024, at 6:57 P.M. at the Meeker Sanitation District Board Room at 265 8<sup>th</sup> Street. Notices were posted prior to the meeting at the Clerk and Recorder Office, Town Hall, Post Office, Office of the Meeker Sanitation District and published in the Rio Blanco Herald Times and on our website. The following persons were present:

Director Hoke	Director T. Day	Office Manager Willey
Director Hooper	Director C. Day	Plant Manager Nielsen
Director Balloga	Attorney Borchard	

Also present was Tim Ward.

### **Additions or Changes to the Agenda:**

**MOTION TO APPROVE THE AGENDA AS WRITTEN OR WITH CHANGES WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

**MOTION TO APPROVE THE MINUTES OF THE SEPTEMBER 4, 2024 BOARD MEETING WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED.  
DIRECTOR T. DAY ABSTAINING.**

**MOTION TO APPROVE THE SPECIAL MEETING MINUTES OF SEPTEMBER 18, 2024 WAS MADE BY DIRECTOR HOKE, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED.  
DIRECTOR T. DAY AND DIRECTOR C. DAY ABSTAINING.**

**1998 Ford F150 Truck Bid Opening:**

Advertisement to Bid was published in the Herald Times for 5 weeks. The Sanitation Office received 3 bids that were opened by Chairman Hoke. The highest bid was awarded to Tim Ward in the amount of \$1,502.00.

**MOTION TO AWARD THE BID FOR THE 1998 FORD F150 TRUCK TO TIM WARD IN THE AMOUNT OF \$1,502.00 WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR BALLOGA. MOTION CARRIED UNANIMOUSLY.**

**2025 Budget:**

Updated budget figures were presented to the board for review. This included an employee wage increase on an average of 2.5% and a health insurance increase of 13.5%. We are still waiting for Property and Liability Insurance figures. Office Manager Willey asked the board about increasing Office Assistant May's wages. She has been an exceptional employee. She is willing to do anything that we ask her and does it well. The board agreed.

**MOTION TO INCREASE OFFICE ASSISTANT MAY'S HOURLY WAGE TO \$25.00 STARTING JANUARY 1, 2025 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER. MOTION CARRIED UNANIMOUSLY.**

The District will need to hold a public hearing for the 2025 Budget on December 11, 2024 Board Meeting per Colorado Statute.

**MOTION TO HOLD THE PUBLIC HEARING ON THE 2025 BUDGET AT THE DECEMBER 11, 2024 REGULAR BOARD MEETING AND POST NOTICE OF HEARING IN THE LOCAL NEWSPAPER, CLERK AND RECORDER'S OFFICE, TOWN OF MEEKER, POST OFFICE, DISTRICT OFFICE, AND WEBSITE WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR BALLOGA. MOTION CARRIED UNANIMOUSLY.**

**Plant Report:**

Lab results were within permit limits.

Lefever Building Systems is finalizing construction of the Wastewater Treatment Plant building. They are working on trim work and touch ups. Lefever is waiting to hear from an individual contractor to finish some dry wall and other miscellaneous work.

Discussion was had about what to do with the remaining funds from the DOLA Grant and SRF Loan Funds. Plant Manager Nielsen explained that the difficult part about using the remaining funds is that we are required to stay within the "scope of work" of the project and any project not within that scope will have to be added or we will start the process all over again. Adding to the scope can take time and we would need to have a project ready to go and we are not ready. The other issue is the SRF Loan requirements for Build America/Buy America standards, Davis Bacon Wages and Certifications reports take time for contractors to get the information to us for reimbursement, along with adding to the cost of the project. Plant Manager Nielsen and Office Manager Willey explained that it would be much easier and less costly to build our own reserves for matching funds instead of a loan. We can make a capital improvement plan for the plant and work on what the District can do to build our reserves in the next couple of years. The board agreed to rescind the SRF Loan funds and deobligate the remaining DOLA Grant funds.

**MOTION TO RECIND THE REMAINING SRF LOAN AND DE OBLIGATE THE DOLA GRANT FUNDS WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR BALLOGA.**

**MOTION CARRIED UNANIMOUSLY.**

**Office Report:**

SRF Loan payment is due on November 1<sup>st</sup> in the amount of \$10,000.88.

**MOTION TO PAY SRF LOAN PAYMENT ON NOVEMBER 1, 2024 IN THE AMOUNT OF \$10,000.88 WAS MADE BY DIRECTOR HOKE, SECONDED BY DIRECTOR C. DAY.**

**MOTION CARRIED UNANIMOUSLY.**

Christmas will be here soon, and we discussed last year about planning a party with the Town of Meeker. Office Manager Willey contacted Mandi Etheridge, Town Manager, and she is excited to have us join the party. It will be held at the Smoking River Brewery on Friday December 13<sup>th</sup> from 5:00 p.m. to 7:00 p.m.

**Board:**

The Board reviewed the Delinquent Accounts, Profit and Loss Statement, Balance Sheet, and Bank Statements.

The Board reviewed the current bills and QuickBooks Accounts Payable Report.

**MOTION TO ACCEPT AND PAY THE BILLS FOR THE MONTH OF SEPTEMBER 2024 IN THE AMOUNT OF \$687,243.44 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

Director Balloga gave permission to use their signature stamp.

The meeting was adjourned, the next regular Board Meeting will be held on November 6, 2024.

---

Chairperson

ATTEST

---