
RECORD OF PROCEEDINGS

MEEKER SANITATION DISTRICT

Regular Session

April 10, 2024

Chairperson Hoke called to order the Board Meeting. The regular meeting of the Meeker Sanitation District Board of Directors was held Wednesday evening April 10, 2024, at 7:00 P.M. at the Meeker Sanitation District Board Room at 265 8th Street. Notices were posted prior to the meeting at the Clerk and Records Office, Town Hall, Post Office, and the 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 Balloga	Plant Manager Nielsen
Attorney Borchard	Director C. Day	Plant Operator McGruder
		Plant Employee Goodwin

Also Present: Cheri Robinson, Sam Robinson, Collin Robinson, and Cooper Best.

Additions or Changes to the Agenda:

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

MOTION CARRIED UNANIMOUSLY.

Approval of Minutes

MOTION TO APPROVE THE MINUTES OF MARCH 6, 2024, BOARD MEETING WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR HOOPER.

MOTION CARRIED UNANIMOUSLY.

787 Hill Street Line Plug Backup:

Cheri, Sam, and Collin Robinson were present to discuss issues with a line plug at their residence at 787 Hill Street that was reported to the office on February 28, 2024. Discussion was had at last month's board meeting and documented in the March 6, 2024 Board Meeting Minutes. The Robinson's had some concerns and questions on how the plug happened. After a lengthy discussion it was questioned on where exactly the Robinson's lateral line comes into the District's Sewer Main. The Board would like to have Plant Manager Nielsen contact Action Drain Services to come and video the District's Sewer Main from manhole to manhole above and below the Robinson's lateral and to also video the Robinson's lateral line to see where exactly their line comes into the Sewer Main. The Board requested the Robinson's and Plant Employees be at the residence when this is done. The Board will review the results of the video and have further discussion once this is completed.

Wastewater Treatment Plant Project Bid Opening:

Bid Advertisement was published in the paper on February 29, 2024. Bids were due on April 3, 2024 and reviewed by the Board on April 10, 2024. One bid was received from Lefever Building Systems in the lump sum amount of \$977,314. Mr. Best with JVA was present to discuss the bid. He stated that they have worked with Lefever Building Systems before and they can do the job well and the bid is within the District's budget for the Wastewater Treatment Plant Project. A recommendation letter to accept the bid was provided from JVA along with a Notice of Award for the Board to sign if they choose to accept the bid. Attorney Borchard reviewed the project scope from Lefever Building Systems and the Bid Form for Construction Contract. Attorney Borchard did not recommend the Board sign the Notice of Award until

changes were made and reviewed by him. The Board would like to have a Special Meeting as soon as the documents are approved by Attorney Borchard.

MOTION TO CONDITIONALLY AWARD THE BID TO LEFEVER BUILDING SYSTEMS IN THE LUMP SUM AMOUNT OF \$977,314.00 WITH SUBJECT TO NEGOTIATIONS OF THE CONTRACT AND REVIEW BY THE DISTRICT ATTORNEY WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR BALLOGA.

MOTION CARRIED UNANIMOUSLY.

Rules and Regulations Resolution:

The Rules and Regulations have been updated to clarify tap fees and monthly rates. An email of the rules and regulation changes was emailed to the board for review.

MOTION TO SIGN AND APPROVE THE RESOLUTION OF THE MEEKER SANITATION DISTRICT AMENDING THE RULES AND REGULATIONS FOR THE DISPOSAL OF SEWAGE INTO THE DISTRICT'S SEWERAGE SYSTEM WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.

MOTION CARRIED UNANIMOUSLY.

1302 Sage Ridge Road:

We received information from the Town of Meeker for a Conditional Use Permit for 1302 Sage Ridge Road. The homeowners are Torrance and LaDonna Eubanks and they are wanting to add an Accessory Dwelling Unit in the basement of the residence and rent it out. The District's Rules and Regulations section 5-03.02 states that "If the building or structure is changed so as to add one or more additional SFUs (single family unit) or commercial space, in which event a new PIF (plant investment fee) will be applicable to the additional single-family units or commercial space." It was told to Carly Thompson with the Town of Meeker and the homeowners that we would charge them a Plant Investment Fee of \$6,500.00 to add an additional single-family unit and they would be billed an additional monthly service charge of \$40.00 per month. A Single-Family Unit (SFU) includes facilities for cooking, sleeping, and bathing. Any unit including these facilities that is added to an existing residence is also considered its own Single-Family Unit.

Plant Report:

Lab results were within permit limits.

Plant Operator McGruder has met CDL Return to Duty requirements and his CDL is now non-restricted.

Plant Manager Nielsen let the Board know that Plant Employee Goodwin's one year anniversary is coming up soon and has obtained his "D" Wastewater License but is still working on getting his Collections 1 certification. It is a requirement of a new Plant Employee to obtain both licenses within the first year of employment with the District. The Board agreed that as long as Plant Employee Goodwin is continually testing to obtain his Collection 1 certification, they will allow him to stay employed with the District at this time.

Office Report:

At the top of 6th street there is an 8-acre parcel that is not in our District, and they plan to build a couple of residences and one of the buildings may be within 400 feet of our sewer main. We researched the statute for the 400-foot rule and if they do not annex into our District it does not say that they have to hook to our sewer main if they are within 400 feet of our sewer main. The Board reviewed the statute and agreed that this was correct.

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 MARCH 2024 IN THE AMOUNT OF \$76,477.50 WAS MADE BY DIRECTOR T. DAY, SECONDED BY DIRECTOR C. DAY. MOTION CARRIED UNANIMOUSLY.

Transfer of \$50,000 was made from ColoTrust to the Bank of the San Juans to cover bills.

Director T. Day gave permission to use their signature stamp.

The meeting was adjourned, the next regular Board Meeting will be held on May 8, 2024.

ATTEST

Chairperson