
RECORD OF PROCEEDINGS

MEEKER SANITATION DISTRICT

Regular Session

January 11, 2023

Chairperson Hoke called to order the Board Meeting. The regular meeting of the Meeker Sanitation District Board of Directors was held Wednesday evening January 11, 2023 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 Recorder 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:

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

Additions or Changes to the Agenda:

MOTION TO APPROVE THE AGENDA AS WRITTEN WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR C. DAY. MOTION CARRIED UNANIMOUSLY.

Approval of Minutes

MOTION TO APPROVE THE MINUTES OF THE DECEMBER 14, 2022, BOARD MEETING WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR C. DAY. MOTION CARRIED UNANIMOUSLY.

2023 Special District Association Dues:

Need approval for Special District Association dues in the amount of \$1,237.50

MOTION TO APPROVE THE SPECIAL DISTRICT ASSOCIATION DUES FOR 2023 IN THE AMOUNT OF \$1,237.50 WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR BALLOGA. MOTION CARRIED UNANIMOUSLY.

Posting of Public Notice:

Every year we must accept a Resolution of where we are going to post our public notices, we have always posted them at the Clerk and Records, Town Hall, Post Office, District Office, and website.

MOTION TO ACCEPT THE RESOLUTION FOR THE POSTING OF PUBLIC NOTICES TO BE AT THE CLERK AND RECORDERS, TOWN HALL, POST OFFICE, DISTRICT OFFICE AND WEBSITE WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR HOOPER. MOTION CARRIED UNANIMOUSLY.

Meeker Chamber of Commerce Annual Membership:

The annual membership for Meeker Chamber of Commerce for 2023 is \$475.00.

MOTION TO RENEW THE MEMBERSHIP WITH THE MEEKER CHAMBER OF COMMERCE IN THE AMOUNT OF \$475.00 WAS MADE BY DIRECTOR HOKE, SECONDED BY DIRECTOR C. DAY. MOTION CARRIED UNANIMOUSLY.

Resolution of Approval for SRF Loan:

The District will need to approve and sign a Resolution that is approving a loan between the Meeker Sanitation District and Colorado Water Resources and Power Development Authority. This is one of the steps before finalizing the loan.

MOTION TO ACCEPT THE RESOLUTION APPROVING THE LOAN BETWEEN MEEKER SANITATION DISTRICT AND COLORADO WATER RESOURCES AND POWER DEVELOPMENT AUTHORITY IN THE AMOUNT OF NOT TO EXCEED \$700,000.00 FOR THE PURPOSE OF FINANCING IMPROVEMENTS TO THE MEEKER SANITATION DISTRICT FACILITIES WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR BALLOGA

MOTION CARRIED UNANIMOUSLY.

JVA Consulting Engineers Permission to Pay Invoices:

We have received two invoices from JVA. One is for the PNA services in the amount of \$82.00 and the second is engineering services for \$128.00. Both invoices are reimbursable up to 80% of the total invoice from the Design and Engineering Grant. Office Manager Willey will submit invoices for reimbursement as we receive them.

MOTION TO MAKE PAYMENT TO JVA CONSULTING ENGINEERS IN THE AMOUNT OF \$128.00 AND \$82.00 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.

MOTION CARRIED UNANIMOUSLY.

Election Process:

The 2023 election process has started. Three positions are open for a four-year term. The call for nomination will be published in the newspaper starting January 26 through February 16. We will also print the call for nominations on January bills. Self-Nomination and Acceptance forms will be available at the beginning of the year in the office.

Plant Report:

Lab results were within permit limits.

New Effluent pump was installed and working well.

Director Hoke brought up a discussion about the CCITF funds from the county. He would like Plant Manager Nielsen to have some projects and costs prepared for when the CCITF becomes available in September this year. The board agreed that this would be beneficial if the district could do some replacements to the equipment inside the plant with the CCITF funds.

Plant Manager Nielsen wanted some input regarding a fitness incentive program for employees or implementing a fitness test for plant employees on a yearly basis. Attorney Borchard stated that the job description for plant employee positions need to be very detailed regarding what type of physical demands that the job entails. The board would like more information about this before making any decisions.

Plant Manager Neilsen made the board aware that there are issues on 5th street with the sewer main. The owners of 748 5th street will be putting in a new sewer line with TDA Construction and while the hole will be open, we will fix an old line and split the cost of the dirt work with the owners. TDA Construction is estimated the district cost of \$4,000.00 for this project. Plant Manager Neilsen will keep the board updated.

Office Report:

Rec Center memberships will be available for employees after January 1, 2023.

Last month it was approved by the board to start advertising for a Plant Operator in January. Rob Raley will be retiring as of April 1. This will allow us to have time to go through the hiring process. Employment ad was sent to the Herald Times, Colo Rural Water, SDA, Colorado Workforce, and posted on the District website.

We will advertise through the month of January and determine at the end of month if we need to advertise longer.

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 DECEMBER 2022 IN THE AMOUNT OF \$78,935.24 WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR BALLOGA. MOTION CARRIED UNANIMOUSLY.

Director Balloga authorized Office Manager Willey permission to use signature stamp.

Meeting was adjourned, the next regular Board Meeting will be held on February 8, 2023.

Chairperson

ATTEST
