

## RECORD OF PROCEEDINGS

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### MEEKER SANITATION DISTRICT

#### Regular Session

May 11, 2022

Chairperson Hoke called to order the Board Meeting. The regular meeting of the Meeker Sanitation District Board of Directors was held Wednesday evening May 11, 2022 at 7:03 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, and the Office of the Meeker Sanitation District and published in the Rio Blanco Herald Times. The following persons were present:

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

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

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

#### **Approval of Minutes**

**MOTION TO APPROVE THE MINUTES OF THE APRIL 6, 2022 BOARD MEETING WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR BALLOGA. MOTION CARRIED UNANIMOUSLY.**

#### **Election Results and Appointment of Board Members:**

The election that was to be held on May 3<sup>rd</sup> was cancelled and Cindy Balloga, Charles Day, Travis Day, and John Hooper were elected by acclamation. All candidates were sworn in by Chairperson Hoke. New officers for the Board of Directors were discussed and voted on.

**MOTION FOR CHAIRPERSON TO BE DIRECTOR HOKE, SECRETARY TO BE DIRECTOR T. DAY, AND TREASURER TO BE DIRECTOR C. DAY WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER. MOTION CARRIED UNANIMOUSLY.**

#### **Bond Council Agreement and Resolution:**

Aly Uliberri, Regional Manager for SRF loan, gave me a list of four Bond Councils to consult. I gave the list to Attorney Borchard to look over and said to call and get estimates. I did talk with two Bond Councils one would not work with us since we would have to create an enterprise account. This Bond Council did refer me to Lisa Mayers with SpencerFane LLP in Denver CO and she sent an Agreement for the Board to look over. We need a Bond Council in place when we execute the loan. The main reason is to make a TABOR (taxpayers bill of rights) determination. Attorney Borchard and I have been consulting with Ms. Mayers on information regarding TABOR and she stated that the District will need to set up an Enterprise account that will receive revenue separate from the District's property tax income. This is because the District's property tax income makes up more than 10% of our revenues each year. To stay compliant with TABOR rules we either go to the vote of the people in November 2022, stating that the District wants to do this loan with approval of the people, or we can set up an enterprise account to separate our revenue income. TABOR excludes from its limitations any qualified "enterprise". Ms. Mayers has drawn up a resolution for establishing the Enterprise fund for the Sanitation District. The Board agreed to wait on signing the resolution until we find out some clarification on State funded DOLA Grant. Attorney Borchard will call the Bond Council, Lisa Mayers, for further information.

**MOTION TO SIGN THE BOND COUNCIL AGREEMENT IN THE AMOUNT OF \$8,000 WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR C. DAY.**

**MOTION CARRIED UNANIMOUSLY.**

**JVA Revised Engineering Agreement:**

Attorney Borchard has been working on the District's behalf to correct verbiage in the Engineering agreement that was proposed by JVA Consulting Engineers back in August of 2021. After Attorney Borchard discussed the Engineering agreement with Cooper Best, JVA Consulting Engineers, the modifications were made, and new agreement was provided for the Board to review.

**MOTION TO SIGN THE LETTER AGREEMENT FOR ENGINEERING SERVICES NOT TO EXCEED \$67,500 FOR THE WASTEWATER TREATMENT FACILITY BUILDING AND HAVAC IMPROVEMENT PROJECT WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

**Jones Variance Request for 314 Garfield Street:**

Town of Meeker sent over information regarding a variance request for 314 Garfield Street. Allan and Jeanne Jones own this property and they are proposing to split the current lot into two lots A & B. There are separate residential homes on each proposed lot. Plant Manager Nielsen looked into the lateral sewer line connection for each home and determined that the homes connect separately into our sewer main so there should be no issues separating into two lots. The Board was made aware of this request, and it was explained to them that there are no issues as the private lines are connected separately into our sewer main.

**Plant Report:**

Lab results were within permit limits.

2022 Jetting/Cleaning has started, and root control is finished.

Plant Manager Nielsen finalized the estimate on effluent pump replacement with Water Technology Group in the amount of \$42,449.00. Director T. Day asked that we look into the budget to see if we can add another discharge elbow and 4 more riser blocks in the estimate. Plant Manager Nielsen and Office Manager Willey reviewed the capital improvement budget for pumps and \$30,000 was budgeted for 2022. We will have to take some funds out of the contingency to cover this estimate. Right now, we will not add extra equipment to this cost since its only halfway through the year to stay on budget.

**MOTION TO HAVE WATER TECHNOLOGY GROUP REPLACE EFFLUENT PUMP IN THE AMOUNT OF \$42,449 WAS MADE BY DIRECTOR T. DAY, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

It was brought to the Board's attention that people are looking at building on the vacant lot at 871 9<sup>th</sup> street. Plant Manager Nielsen discovered a break in a line that was above all current users. After looking at the video and the timeline that was given for construction and the fact that the line is under a homeowner's garden, they went ahead and made a repair at 975 Pinyon. It is also the main for servicing 973 Pinyon. This was in an easement on the east side of the residence that runs north off Pinyon Street. The main will service 871 9<sup>th</sup> street.

The Town of Meeker sent a variance request hearing notice on the 871-9th street property. The request is for front yard setback variance from the required 25 ft., the applicants are requesting 6ft. at a 22ft. setback and 56ft at a 19ft. setback to construct a single-family residence. The district has no issues with this variance as we do not have any sewer lines that run through these set back requests.

We will need to do a Sewer Main repair at 3rd and Pine. Main is cracked and broken at the tap for 375 Pine. We talked about this in late fall and wanted to wait for better weather before fixing. TDA estimate is \$8,640. Darold Nay quote is \$3,400 plus asphalt. Darold Nay comes in under \$5,000 for everything, Plant Manager Nielsen will go with Nay's estimate for repair.

Plant Manager Nielsen wanted the Board to be aware of the property at 1452 Mountain View. It has a line and easement that is in lot 12 Silver Sage Rd. This easement is preventing it from being built on. There has been a new service line installed on the edge of the lot to allow the easement for the homeowner to be moved to the edge of the lot 12 on Silver Sage RD. This will not affect the District but the two land/homeowners will still need to work out the easement issues before 1452 can be moved to the new service. This is being headed up by Jerry Belland.

Plant Employee McGruder has taken his Wastewater Treatment "D" test twice. He has not received the 70% to pass. He has signed up to take it on his own the 20th of May. Per our policy, entry level employees are to acquire the "D" license in two testing cycles. Plant Employee McGruder has his collection "1" and is picking up on the way everything works. Plant Manager Nielsen asked the Board if we can work with Plant Employee McGruder to get his "D" license. With the change to the way testing works, Plant Manager Nielsen would like to change the wording and policy to reflect a timeline that would be in line with current testing procedures. The Board and Attorney Borchard reviewed the change to the policy.

**MOTION TO CHANGE POLICY ON WASTEWATER TREATMENT "D" TESTING FROM 2 CYCLES TO WITHIN 1 YEAR OF EMPLOYMENT AND TO CHANGE POLICY OF OBTAINING A CDL LICENSE FROM FIRST 6 MONTHS OF EMPLOYMENT TO OBTAINING A CDL PERMIT WITHIN 2 MONTHS AND OBTAIN A CDL LICENSE UPON SCHOOL AVAILABILITY WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR HOOPER**

**MOTION CARRIED UNANIMOUSLY.**

**Office Report:**

DOLA Grant Hearing is scheduled for May 26 at 11:15 a.m. in Golden CO. Plant Manager Nielsen, Office Manager Willey, and Director Day will be attending.

Office Manager Willey provided a spreadsheet of the DOLA Grant and SRF Loan process for the Board to review. The Board stated that it was helpful in following along with this process as it keeps them aware of upcoming deadlines and costs that have been paid so far.

Office Manager Willey let the board know that we are now live with our new website, and it is doing very well! The online payment section of our website is already being used significantly by our customers.

Reminder to the Board that our Wastewater Treatment Facility Building and HVAC Improvement project public hearing is Wednesday May 18 at 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 APRIL 2022 IN THE AMOUNT OF \$60,457.30 WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR BALLOGA.**

**MOTION CARRIED UNANIMOUSLY.**

Director Day gave permission to use his signature stamp on the checks for bill payment.

Meeting was adjourned, the next regular Board Meeting will be held on June 8, 2022.

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Chairperson

ATTEST

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