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**RECORD OF PROCEEDINGS**

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**MEEKER SANITATION DISTRICT**

**Regular Session**

February 8, 2023

Chairperson Hoke called to order the Board Meeting. The regular meeting of the Meeker Sanitation District Board of Directors was held Wednesday evening February 8, 2023 at 7:00 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 and on our website. The following persons were present:

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

Attorney Borchard was absent with it being excused.

**Additions or Changes to the Agenda:**

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

**Approval of Minutes**

**MOTION TO APPROVE THE MINUTES OF THE JANUARY 11, 2023, BOARD MEETING WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER. MOTION CARRIED UNANIMOUSLY.**

**Plant Report:**

Lab results were within permit limits.

Sewer Main repair on 5<sup>th</sup> street is completed. Cost to the District was \$5,000 from TDA Construction.

Plant Manager Nielsen brought some potential projects and costs to the board to review for CCITF Fund opportunities. Projects include rebuild/replace screw pumps, new truck, second effluent pump retrofit, and sewer main replacement/repairs. Board will review this later in the year when the county sends out letters of possible funds available.

Coulter sewer line at the old hospital lot on third street will be up for inspection in March it has been 2 years since they have had this line put in the alley of this block. Plant Manager Nielsen will be getting a hold of Mr. Coulter to set up inspection. Plant Manager Nielsen will update the board on the inspection and maintenance of the line.

Two applications have been returned to the office with one more possibly coming back. Plant Manager Nielsen asked the board if they would like to interview the candidates that we have or wait and advertise longer. The board would like to wait on interviews until after next month's board meeting and update some personnel policies regarding CDL trainings. CDL training has went up in cost with new rules and regulations and Plant Manager Nielsen will continue to look into different schools and trainings in the surrounding areas.

**Office Report:**

The End of Year 2022 Budget was presented to the board for review. Office Manager Willey explained to the board that the fund balances are separated now between the General Fund and Water Enterprise Fund. This will change how the ending fund balance will be allocated for the year. Office Manager Willey will discuss with Marlo Coates with ColoCPA on how to allocate these funds when she does the district audit next week and update the board at March board meeting.

**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 JANUARY 2023 IN THE AMOUNT OF \$70,928.01 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER. MOTION CARRIED UNANIMOUSLY.**

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

ATTEST

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Chairperson