

RECORD OF PROCEEDINGS

MEEKER SANITATION DISTRICT

Regular Board Meeting

February 4, 2026

Chairperson Hoke called to order the Board Meeting. The regular meeting of the Meeker Sanitation District Board of Directors was held Wednesday February 4, 2026 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, Office of the Meeker Sanitation District and published in the Rio Blanco Herald Times and on our website. The following people were present:

Director Hoke	Director Olson	Office Manager Willey
Director Baumgart	Director Balloga	Plant Operator McGruder
Director Day	Attorney Borchard via phone	

Additions or Changes to the Agenda:

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

MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MINUTES OF JANUARY 7, 2025 BOARD MEETING WAS MADE BY DIRECTOR HOKE, SECONDED BY DIRECTOR BAUMGART.

MOTION CARRIED UNANIMOUSLY.

Permission to Pay JVA Engineering Invoice:

We have received an invoice from JVA Engineering in the amount of \$1,169.00 for December 2025 Wastewater Treatment Facility Construction Services. This should be the final invoice from JVA Engineering. The JVA Engineering Construction Contract was for no more than \$79,700.00. The remaining unused amount after this invoice is paid will be \$24,407.14.

Plant Report:

Lab results were within permit limits.

The aeration basin pump had a leak sensor fault. The pump was sent out for a quote for either a repair or replacement. The cost to repair the pump was more than a new pump. The quote for a new pump is \$33,196.00. The Board would like to see another quote from a different company and

requested that there be additional quotes in the future for amounts over \$10,000.00. The board requested this discussion to be tabled until next month's meeting.

The aeration basin was drained and inspected and looked good.

The air handlers are not heating. Mountain Air came to the plant and gave a quote for parts and repair in the amount of \$5,854.00.

MOTION TO PAY MOUNTAIN AIR FOR PARTS AND REPAIR OF THE AIR HANDLERS IN THE AMOUNT OF \$5,854.00 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOKE.

MOTION CARRIED UNANIMOUSLY.

Travis will be in classes from February 2nd through February 6th preparing for the "C" exam.

Office Report:

The 2025 End of Year Budget was presented for review. The General Fund was under budget on revenues. The interest earned and miscellaneous revenues were below what was appropriated for 2025. The contribution from reserves was over what was appropriated because of the shortage in revenues. Last year, the General Fund was over what was budgeted for revenues largely due to the unexpected backfill property taxes. The District did not receive any backfill for 2025. It is expected to have this dip into reserves in the General Fund to compensate for the transfer of 7% of services charges to help build the reserves for the Enterprise Fund. The General Fund expenses came in under budget by \$4,627.06. The Water Activity Enterprise Fund was over in revenues due to additional monthly service charges, interest earned, safety grant, and vault water. The Enterprise was under budget on expenses of \$70,403.19. The Water Activity Enterprise Ending Fund Balance increased by \$231,110.34 or 29.1%. This is an increase of 1.9% from 2024.

It is a requirement that we have at least 3 months' operating and maintenance reserves to stay in compliance with our SRF Loan. Every year, we have earmarked the reserves in both funds for 6 months of emergency and operating costs. The Board agreed to earmark the reserves and transfer 7% of service charges and contribution to reserves from Colotrust General to Colotrust Water Activity Enterprise account.

MOTION TO TRANSFER \$231,110.34 FROM COLOTRUST GENERAL FUND TO COLOTRUST WATER ACTIVITY ENTERPRISE FUND WAS MADE BY DIRECTOR DAY, SECONDED BY DIRECTOR BAUMGART.

MOTION CARRIED UNANIMOUSLY.

MOTION TO EARMARK THE GENERAL FUND RESERVES FOR SIX MONTHS OF EMERGENCY OPERATIONAL COSTS IN THE AMOUNT OF \$194,000.00 WAS MADE BY DIRECTOR DAY, SECONDED BY DIRECTOR BALLOGA.

MOTION CARRIED UNANIMOUSLY.

MOTION TO EARMARK THE WATER ACTIVITY ENTERPRISE FUND FOR SIX MONTHS OF EMERGENCY OPERATIONAL COSTS IN THE AMOUNT OF \$354,000.00 WAS MADE BY DIRECTOR DAY, SECONDED BY DIRECTOR HOKE.

MOTION CARRIED UNANIMOUSLY.

The District has a policy on meal reimbursement of \$55.00 per day for each employee or board member when they attend a class or conference. The Board was asked about raising the amount of the daily rate or another option of Federal Meal Reimbursement rates that change on a yearly basis. The Board decided not to go by Federal Meal Reimbursement rates and to raise the daily rate to \$70.00 per day. Employees do not need to bring back receipts to receive reimbursement, but instead they will be paid \$70.00 per day based on how many days their class or conference lasts. The board will still be reimbursed based on the amount the receipts they turn in.

**MOTION TO INCREASE THE MEAL REIMBURSEMENT RATE TO \$70.00 PER DAY FOR EMPLOYEES WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR DAY.
MOTION CARRIED UNANIMOUSLY.**

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 2026 IN THE AMOUNT OF \$68,107.50 WAS MADE BY DIRECTOR DAY, SECONDED BY DIRECTOR BALLOGA.
MOTION CARRIED UNANIMOUSLY.**

Director Day gave permission to use their signature stamp.

The meeting was adjourned; the next regular Board Meeting will be held on March 4, 2026.

Chairperson

ATTEST
