

RECORD OF PROCEEDINGS

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MEEKER SANITATION DISTRICT

Regular Session

April 6, 2022

Chairperson Hoke called to order the Board Meeting. The regular meeting of the Meeker Sanitation District Board of Directors was held Wednesday evening April 6, 2022 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. 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 BALLOGA, SECONDED BY DIRECTOR HOOPER. MOTION CARRIED UNANIMOUSLY.

Approval of Minutes

MOTION TO APPROVE THE MINUTES OF THE MARCH 9, 2022 BOARD MEETING WAS MADE BY DIRECTOR HOKE, SECONDED BY DIRECTOR BALLOGA. MOTION CARRIED UNANIMOUSLY.

Resub division of Lots 1-7 Escondido Subdivision:

The Town of Meeker provided information about a Resub division of Lots 1-7 Escondido Subdivision owned by Regas and Peggy Halandras. This property is located between Sage Hills Subdivision and Turner Minor Subdivision, and it is in our District boundaries. They are proposing to create two single family residential lots. The access to these properties will be off Mountain View Road and there are sewer mains located in this street as well. There are currently no homes, or sewer lines, that run through these vacant lots. The easements and private drive shown on the plat of Escondido Subdivision will be vacated and removed. There is an existing 20-foot drainage easement on proposed Lot 2. This easement was modified to reach the boundary of Lot 1 and follows the natural drainage in Lot 2. There are no utilities located within this easement.

MOTION MADE THAT THE DISTRICT HAS NO OBJECTIONS TO THE RESUBDIVISION OF LOTS 1-7 ESCONDIDO SUBDIVISION BEING SUBDIVIDED INTO LOT 1 & 2 WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR C. DAY. MOTION CARRIED UNANIMOUSLY.

Plant Report:

Lab results were within permit limits.

Plant Manager Nielsen gave the Board an update on the effluent pump replacement. Right now, he is back to square one because the proposed pump will not work, and costs are going up. Plant Manager Nielsen will keep looking into different options and keep the board posted on what he finds.

Plant Employee McGruder received his Collection 1 Certification and is eligible for a .50 cent per hour pay increase.

MOTION TO APPROVE PLANT EMPLOYEE MCGRUDER TO RECEIVE A PAY INCREASE OF .50 CENTS PER HOUR FOR RECEIVING HIS COLLECTION ONE CERTIFICATION WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR T. DAY. MOTION CARRIED UNANIMOUSLY.

Office Report:

We finished yearly water averages successfully with some help from Gail. Last month the board agreed to pay Gail \$30.00 per hour for her help, but after talking with Marlo with Colo CPA she said that we would have to still report her wages to PERA, so Gail did not want to get paid. Office Manager Willey let the Board know that we decided to compensate her with a free month of sewer and some Chamber Bucks totaling \$180.

JVA sent us a draft of the PNA today. Plant Manager Nielsen and Office Manager Willey will get with Cooper Best next week to finalize the draft and JVA will get it submitted to CDPHE. JVA sent a proposal agreement for the District to review for the design and engineering of the WWTP project. The Board asked to find out if this includes the Bighorn Consulting costs and Attorney Borchard will get in contact with JVA to review and make appropriate adjustments to the agreement.

MOTION TO WAIT ON SIGNING JVA AGREEMENT UNTIL ATTORNEY BORCHARD REVIEWS WITH APPROPRIATE CHANGES AND PLANT MANAGER NIELSEN WILL LOOK INTO DESIGN AND ENGINEERING GRANT REQUIREMENTS WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR HOKE. MOTION CARRIED UNANIMOUSLY.

The next step in the SRF Process is a public hearing. Plant Manager Nielsen will get in contact with Cooper Best to get information to publish the public hearing for the WWTP project. This will need to be advertised for 30 days before the public hearing date. Office Manager Willey will get the public hearing published in the newspaper as soon as possible with a hearing date set for some time in May.

MOTION TO START THE PROCESS FOR THE PUBLIC HEARING WAS MADE BY DIRECTOR T. DAY, SECONDED BY DIRECTOR C. DAY. MOTION CARRIED UNANIMOUSLY.

Director T. Day asked Office Manager Willey to provide a spreadsheet with costs and dates from beginning to end of the SRF and DOLA grant process. Office Manager Willey will provide a spreadsheet at the May Board meeting. Office Manager Willey contacted Attorney Borchard regarding a Bond Council that we will need to have in place when we do submit our loan application. We will need a bond counsel opinion to execute the loan. One main reason is to make a TABOR (taxpayers bill of rights) determination. Ali Ulibarri our Project Manager for the Grants and Loans unit provided a list of bond counsels that they have worked with frequently in the past. This list was sent to Attorney Borchard and he doesn't know any of them, but thought they should be good and to check cost and availability. Office Manager Willey will contact a bond council and let board know at the May board meeting.

Office Manager Willey let board know the audit was done March 22 & 23. Everything went well and ColoCPA will set up a meeting in June or July to go over Audit with the Board before it is submitted to the state.

Board was made aware that we are signed up for Streamline Web and hopefully will go live on April 12 with our website.

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 2022 IN THE AMOUNT OF \$56,757.07 WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR BALLOGA. MOTION CARRIED UNANIMOUSLY.

Office Manager Willey transferred \$30,000 from Colotrust to Bank of the San Juans to cover bills.

Meeting was adjourned, the next regular Board Meeting will be held on May 11, 2022.

Chairperson

ATTEST
