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**RECORD OF PROCEEDINGS**

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**MEEKER SANITATION DISTRICT**

**Regular Session**

May 10, 2023

Chairperson Hoke called to order the Board Meeting. The regular meeting of the Meeker Sanitation District Board of Directors was held Wednesday evening May 10, 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 Hooper	Office Manager Willey
Director C. Day	Director T. Day	Plant Manager Nielsen
Attorney Borchard		

Director Balloga was absent with it being excused.  
Marlo Coates with Colo CPA was present.

**Additions or Changes to the Agenda:**

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

**Approval of Minutes**

**MOTION TO APPROVE THE MINUTES OF APRIL 5, 2023, BOARD MEETING WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR HOOPER. MOTION CARRIED UNANIMOUSLY.**

**2022 Audit Report:**

Marlo Coates with Colorado CPA was present to go over and answer questions on the Meeker Sanitation District Audit. The audit went well, and they did not find anything material wrong. They did make changes in the audit to separate the district funds and transfer assets between the General Fund and the Water Activity Enterprise Fund.

**MOTION TO ACCEPT THE 2022 AUDIT REPORT WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR T. DAY. MOTION CARRIED UNANIMOUSLY.**

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

The election that was held on May 2, 2023, was cancelled and Cindy Balloga, Mike Hoke, and John Hooper were elected by acclamation. All candidates need to be sworn in and officer positions for the Board of Directors were discussed, and it was decided to keep officer positions the same.

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

**Plant Report:**

Lab results were within permit limits.

Plant Manager Nielsen updated the board that one contractor was present for the walk through of the plant. This is a bid requirement for the Wastewater Treatment Plant project. Bids are due by May 16 at

3:00 p.m. Office Manager Willey will contact the board on May 16 on whether or not we need to hold a Special Meeting for May 17 to open bids.

We have been receiving vault water for the last couple of months, about 2,000 to 5,000 gallons per week. We have brought in \$3,472 in revenue so far this year.

Travis Goodwin has started working and is doing well. In July both Travis and Brett will be going to classes to help further their training.

Plant Manager Nielsen will be on vacation May 29<sup>th</sup> through June 3. If any concerns or questions come up, we should be able to get a hold of him by phone.

**Office Report:**

Yearly water averages were done successfully. Letters were sent out to customers that were over their usage for December, January, and February.

Every quarter we must submit an update to DOLA on the status of the Wastewater Treatment Plant project this was done on March 31 through the CEOS grant portal.

We received an invoice in the amount of \$8,000 from Lisa Meyer with Spencer Fayne LLC. She was the Districts Bond Council for the SRF Loan. The board made a motion last May to approve the Bond Council agreement for \$8,000.

**MOTION TO PAY LISA MEYER WITH SPENCER FAYNE LLC AS BOND COUNCIL FOR MEEKER SANITATION DISTRICT IN THE AMOUNT OF \$8,000.00 AND SUBMIT FOR REIMBURSEMENT FROM DOLA GRANT & SRF LOAN WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR C. DAY. MOTION CARRIED UNANIMOUSLY.**

The District received a check from CEBT in the amount of \$2,825. CEBT Board of Trustees declared a dividend for participating employer groups that have been with CEBT before 7/1/2021. The dividend was from an unrestricted surplus that accumulated more than the Trust's needs because of lower-than-expected claims since the pandemic began in 2020.

**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 2023 IN THE AMOUNT OF \$75,008.94 WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR T. DAY. MOTION CARRIED UNANIMOUSLY.**

The meeting was adjourned, the next regular Board Meeting will be held on June 7, 2023.

ATTEST

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Chairperson