

RECORD OF PROCEEDINGS

MEEKER SANITATION DISTRICT

Regular Board Meeting

December 11, 2025

Chairperson Hoke called to order the Board Meeting. The regular meeting of the Meeker Sanitation District Board of Directors was held Thursday evening December 11, 2025, 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 Day	Office Manager Willey
Director Baumgart	Director Olson	Plant Manager Nielsen
Director Balloga	Attorney Borchard	
Public present: Steve Coley		

Additions or Changes to the Agenda:

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

MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MINUTES OF NOVEMBER 5, 2025 BOARD MEETING WAS MADE BY DIRECTOR HOKE, SECONDED BY DIRECTOR BAUMGART.

MOTION CARRIED UNANIMOUSLY.

Public Comments:

Steve Coley was present to ask the board about Masonic Lodge's monthly service charges. The building currently has two monthly service charges and Mr. Coley asked the board if they could consider making the building one monthly charge. It was explained to Mr. Coley that the building has two separate units with the lodge on one side and the restaurant on the other and two monthly service charges would be charged as states in the District's Rules and Regulations. The Board stated that they cannot make exceptions to this rule as there are many buildings that fall under that rule.

2026 Budget Public Hearing and Acceptance:

Chairperson Hoke opened the public hearing for the 2026 Budget at 7:17 p.m. The budget was presented to the board and there were no public comments or phone calls during the hearing. Chairperson Hoke closed the public hearing at 7:19 p.m.

**MOTION TO ACCEPT THE RESOLUTION TO ADOPT THE 2026 BUDGET AND APPROPRIATE THE FUNDS WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR BAUMGART.
MOTION CARRIED UNANIMOUSLY.**

MOTION TO ACCEPT THE RESOLUTION SETTING THE MILL LEVY AT 9.47 MILLS WAS MADE BY DIRECTOR DAY, SECONDED BY DIRECTOR HOKE.

MOTION CARRIED UNANIMOUSLY.

Appointment of Board Member:

David Olson submitted a letter of interest to the Board last month. Mr. Olson was present to take the Oath of Office and be appointed to the Board of Directors. Mr. Olson will take John Hooper's position, who resigned in October.

Property Tax Lein Resolution:

MOTION TO ACCEPT THE RESOLUTION TO FILE PROPERTY LEINS FOR DELINQUENT ACCOUNTS FOR:

1. PROPERTY OWNED BY JASON AND BRENDA PURKEY, \$764.00, 858 MARKET STREET, RESUBDIVISION OF LOTS 4, 5, 6 & WEST ½ OF LOT A, BLOCK 51; AND
 2. PROPERTY OWNED BY FRANCIS MCKEE, \$260.00, 291 12TH STREET, CITY MEEKER BLOCK: 095 LOT: 1 SUBLOT #2; AND
 3. PROPERTY OWNED BY SHANNON MERRIAM, \$480.00, 315 PARK AVENEUE, BLOCK 005, LOT 12; AND
 4. PROPERTY OWNED BY TASHA ARCHULETA, \$480.00, 713 HILL STREET, PURKEY-COCHRAN RESUBDIVISION LOT: 1 ACCORDING TO THE PLAT RECORDED 2/6/15 RECEPTION #309747 FORMERLY KNOWN AS BLOCK 69 E ½ OF LOTS 1, 2, 3; AND
 5. PROPERTY OWNED BY MAXCY KATSOCK, \$480.00, 1283 PARK AVENUE, BLOCK 097, LOT 14 & 15 SUBLOT 3; AND
 6. PROPERTY OWNED BY TANNA KUHN, \$240.00, 1056 SAGE COURT, SAGE PARK SUBDIVISION LOT: 14; AND
 7. PROPERTY OWNED BY RAYMOND COMER, \$480.00, 1036 PARK AVENUE, CITY OF MEEKER BLOCK: 088 LOT: 2; AND
 8. PROPERTY OWNED BY LARRY VANDUSEN, \$480.00, 1010 JULIE CIRCLE SANDERSON HILLS SUBDIVISION LOT: 22 SUBLOT B RESUBDIVISION; AND
 9. PROPERTY OWNED BY JELANI SHAW AND ALYSSA CALDWELL, \$280.00, 740 3RD STREET, CITY OF MEEKER BLOCK: 064 LOT: 11 & S 10 FEET OF LOT 12.
- WAS MADE BY DIRECTOR BALLOGA SECONDED BY DIRECTOR BALLOGA SECONDED BY DIRECTOR BAUMGART.**

MOTION CARRIED UNANIMOUSLY.

Property and Liability Insurance Renewal:

Property and Liability Insurance Premiums were received. The amount for insurance for 2026 will be \$38,904.00. This is a 3.7% or \$1,493.00 decrease from last year's premiums. This is mostly due to the total operating expenses from the 2026 budget decreasing as the DOLA Grant and SRF Loan funds are being used.

MOTION TO APPROVE AND ACCEPT THE COLORADO SPECIAL DISTRICT PROPERTY AND LIABILITY POOL INSURANCE QUOTE FOR \$38,904.00 WAS MADE BY DIRECTOR DAY, SECONDED BY DIRECTOR BALLOGA.

MOTION CARRIED UNANIMOUSLY.

State Comp Insurance Renewal:

The renewal information for State Comp Insurance has been received. The renewal amount is \$3,887.00. This amount is the same as the previous year's premium.

MOTION TO APPROVE AND ACCEPT THE RENEWAL FOR THE SATE COMP INSURANCE IN THE AMOUNT OF \$3,887.00 WAS MADE BY DIRECTOR HOKE, SECONDED BY DIRECTOR DAY.

MOTION CARRIED UNANIMOUSLY.

JVA Engineering Permission to Pay Invoices:

We have received invoices from JVA Engineering for October and November 2025 Wastewater Treatment Facility Construction Services in the total amount of \$4,918.00. The JVA Engineering Construction Contract amount was no more than \$79,700.00. After these invoices are paid the remaining amount will be \$25,576.14 under the contract amount.

MOTION TO MAKE PAYMENT TO JVA CONSULTING ENGINEERS IN THE AMOUNT OF \$4,918.00 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR BAUMGART.

MOTION CARRIED UNANIMOUSLY.

Lefever Building Systems Permission to Pay Invoices:

We have received pay application #5 from Lefever Building Systems for the AIS Certified door replacement at the Wastewater Treatment Plant Building in the amount of \$24,587.80. JVA Engineering has reviewed and approved this pay application.

MOTION TO MAKE PAYMENT TO LEFEVER BUILDING SYSTEMS IN THE AMOUNT OF \$24,587.80 WAS MADE BY DIRECTOR HOKE, SECONDED BY DIRECTOR DAY.

MOTION CARRIED UNANIMOUSLY.

The final pay application for retainage was received from Lefever Building Systems in the amount of \$48,580.70. The project is completed and pay application was reviewed and approved by JVA Engineering. The Contractor's Final Payment Notice is being published for 30 days prior to mailing the final payment on December 22, 2025.

MOTION TO MAKE FINAL PAYMENT TO LEFEVER BUILDING SYSTEMS AFTER 30 DAY PUBLICATION WAS STARTED ON NOVEMBER 20. FINAL PAYMENT IS CONDITIONED ON NO OBJECTIONS FROM PUBLIC AND PAYMENT WILL BE SENT ON DECEMBER 22, 2025 WAS MADE BY DIRECTOR DAY, SECONDED BY DIRECTOR BALLOGA.

MOTION CARRIED UNANIMOUSLY.

Resolution Accepting Construction Completion:

One of the final requirements of the SRF Loan is a Resolution from the Meeker Sanitation District to Lefever Building Systems accepting the construction as complete and authorizing final payment to the contractor and submitting the final disbursement request to CDPHE.

MOTION TO ACCEPT THE RESOLUTION FROM MEEKER SANITATION DISTRICT TO LEFEVER BUILDING SYSTEMS APPROVING THE CONSTRUCTION AS COMPLETE AND AUTHORIZING FINAL PAYMENT TO THE CONTRACTOR WAS MADE BY DIRECTOR BAUMGART, SECONDED BY DIRECTOR DAY.

MOTION CARRIED UNANIMOUSLY.

Plant Report:

Lab results were within permit limits.

Building project is complete. The final walk through with SRF Loan Project Manager, Erin Reilly was done on December 8, 2025. The walk through went well and the District can move forward with submitting final reimbursements and documentation.

Office Report:

Every year there needs to be authorization from the Board for the Office Manager to use signature stamps and pay bills. This will authorize payments that are made before the board meeting every month such as payroll, First Net with AT&T, CEBT Health Insurance, bulk mailing, postage stamps, and merchant service fees for credit card payments.

MOTION TO AUTHORIZE OFFICE MANAGER WILLEY TO USE SIGNATURE STAMPS AND PAY BILLS FOR THE YEAR 2026 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR DAY.

MOTION CARRIED UNANIMOUSLY.

Last year, the board approved corporate membership at the rec center. This membership would bill the District quarterly for what was used at \$2.00 per person. This has saved the District about \$4,000.00 per year. The Board agreed to renew the corporate membership for 2026.

MOTION TO RENEW ERBM CORPORATE MEMBERSHIP FOR 2026 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOKE.

MOTION CARRIED UNANIMOUSLY.

We received an invoice from Doug Merrell for a new annual renewal for email security for employees and board members in the amount of \$2,200.00, annual email security awareness training for \$800.00, and a one-time setup fee of \$570.00. Doug stated that Colorado requires critical infrastructure to implement robust email security and training. He said we should have had this years ago and what he quoted will cover this requirement and it is very cost effective compared to other solutions. This will be the yearly cost minus the installation. This will be added to the Dues and Subscriptions line item in the budget for 2026.

MOTION TO ACCEPT THE ANNUAL EMAIL SECURITY AND TRAINING FOR BOARD AND EMPLOYEES IN THE AMOUNT OF \$3,000.00 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 NOVEMBER 2025 IN THE AMOUNT OF \$168,540.34 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR DAY. MOTION CARRIED UNANIMOUSLY.

The Board was made aware of a transfer of \$100,000.00 from Colotrust to Bank of the San Juans checking account was made to cover bills.

Director Day gave permission to use their signature stamp.

The meeting was adjourned; the next regular Board Meeting will be held on January 7, 2026.

Chairperson

ATTEST
