

RECORD OF PROCEEDINGS

MEEKER SANITATION DISTRICT

Regular Board Meeting

January 8, 2025

Chairperson Hoke called to order the Board Meeting. The regular meeting of the Meeker Sanitation District Board of Directors was held Wednesday evening January 8, 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 Balloga

Office Manager Willey

Director Hooper

Plant Manager Nielsen

Absent was Director T. Day, Director C. Day, and Attorney Borchard with it being excused.

Additions or Changes to the Agenda:

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

MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE THE MINUTES OF DECEMBER 11, 2024 BOARD MEETING WAS MADE BY DIRECTOR HOKE, SECONDED BY DIRECTOR BALLOGA.

MOTION CARRIED UNANIMOUSLY.

Posting of Public Notice:

Every year we must accept a Resolution of where we are going to post our public notices, we would like to post them at the Clerk and Recorders, Town Hall, Post Office, District Office and on our website.

MOTION TO ACCEPT THE RESOLUTION FOR THE POSTING OF PUBLIC NOTICES TO BE AT THE CLERK AND RECORDERS, TOWN HALL, POST OFFICE, DISTRICT OFFICE AND ON OUR WEBSITE WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.

MOTION CARRIED UNANIMOUSLY.

2025 Special District Association Dues:

Approval for Special District Association dues in the amount of \$1,013.58.

MOTION TO APPROVE THE SPECIAL DISTRICT ASSOCIATION DUES FOR 2025 IN THE AMOUNT OF \$1,013.58 WAS MADE BY DIRECTOR HOKE, SECONDED BY DIRECTOR BALLOGA. MOTION CARRIED UNANIMOUSLY.

Election Process:

The 2025 election process has started. Two positions are open for a four-year term. The call for nominations will be published in the newspaper, starting January 30th through February 20th. We will print the call for nominations on the January and February bills. Self-Nomination forms will be available at the beginning of the year in the office.

927 7th Street Additional Dwelling Unit:

We have received information from the Town of Meeker for 927 7th Street property owned by Daniel and Sabrina Ferguson. They are requesting from the Town of Meeker a Conditional Use Permit for a 550 square foot Accessory Dwelling Unit (ADU) that exists on their property. The Meeker Sanitation District rules and regulations require an additional monthly service charge of \$40.00 per month per Single Family Unit (SFU) and it was decided at the June 5, 2024 Board Meeting that the district would charge a one-time Plant Investment Fee of one half of the regular Plant Investment Fee to customers that added an additional SFU on their property. The Board agreed to send a letter to the Town of Meeker letting them know the District requirements for this property.

Plant Report:

Lab results were within permit limits.

Lefever Building Systems have completed construction on the Wastewater Treatment Plant building. We have a 20-year warranty for the roof and 2 years on the rest. A handrail is being repaired that was damaged during construction. Lefever wants the cost passed on to them.

Lein Waivers were received from Lefever Building Systems subcontractor Maverick steel confirming they have received payment.

Change order for the load out and doors from Lefever Building Systems was received deleting them from the scope of work on the Wastewater Treatment Building. This created a \$31,581.90 savings on the project.

The state inspection was completed and seemed to go well. Plant Manager Nielsen is still waiting for the report that should be received sometime in February.

Office Report:

Rec Center memberships are available for the new year.

The end of year process has begun in the office. We are busy clearing out the old files and putting the current ones away and working on final reports to prepare for the 2024 audit. Employee W2's were sent out this week.

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 DECEMBER 2024 IN THE AMOUNT OF \$68,364.26 WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR BALLOGA.

MOTION CARRIED UNANIMOUSLY.

Director Balloga gave permission to use her signature stamp.

The meeting was adjourned, the next regular Board Meeting will be held on February 5, 2025.

Chairperson

ATTEST
