

---

# RECORD OF PROCEEDINGS

# MEEKER SANITATION DISTRICT

---

## Regular Board Meeting

December 11, 2024

Acting Chairperson C. Day called to order the Board Meeting. The regular meeting of the Meeker Sanitation District Board of Directors was held Wednesday evening December 11, 2024, 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, Office of the Meeker Sanitation District and published in the Rio Blanco Herald Times and on our website. The following people were present:

Director C. Day

Director Balloga

Office Manager Willey

Director Hooper

Attorney Borchard

Plant Manager Nielsen

Absent was Director T. Day and Director Hoke with it being excused.

### Additions or Changes to the Agenda:

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

**MOTION CARRIED UNANIMOUSLY.**

**MOTION TO APPROVE THE MINUTES OF NOVEMBER 6, 2024 BOARD MEETING WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

### 2025 Budget Public Hearing and Acceptance:

Acting Chairperson C. Day opened the public hearing for the 2025 Budget at 7:04 p.m. The budget was presented to the board and there were no public in attendance or public phone calls during the hearing. Acting Chairperson C. Day closed the public hearing at 7:14 p.m.

**MOTION TO ACCEPT THE RESOLUTION TO ADOPT THE 2025 BUDGET AND APPROPRIATE THE FUNDS WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR BALLOGA.**

**MOTION CARRIED UNANIMOUSLY.**

**MOTION TO ACCEPT THE RESOLUTION SETTING THE MILL LEVY AT 9.47 MILLS WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

**Property Tax Leins:**

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

- 1. PROPERTY OWNED BY CARL PADILLA, \$480.00, 695 11<sup>TH</sup> STREET, BLOCK 076, LOT 1 & 2 N1/2; AND**
- 2. PROPERTY OWNED BY SHANNON MERRIAM, \$480.00, 315 PARK AVENUE, BLOCK 005, LOT 12; AND**
- 3. 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**
- 4. PROPERTY OWNED BY AMANDA AND MICHAEL NUNN, \$280.00, 1045 LANCE CIRCLE, SANDERSON HILLS SUBDIVISION LOT: 33 & 34; AND**
- 5. PROPERTY OWNED BY MAXCY KATSOCK, \$480.00, 1283 PARK AVENUE, BLOCK 097, LOT 14 & 15 SUBLLOT 3; AND**
- 6. PROPERTY OWNED BY RAYMOND COMER, \$400.00, 1036 PARK AVENUE, CITY OF MEEKER BLOCK: 088 LOT: 2; AND**
- 7. PROPERTY OWNED BY JESSICA TORRES, \$260.00, 675 11<sup>TH</sup> STREET, CITY OF MEEKER: 076 LOT: 1 & 2 S ½ OF BOTH; AND**
- 8. PROPERTY OWNED BY LARRY VANDUSEN, \$480.00, 1010 JULIE CIRCLE, SANDERSON HILLS SUBDIVISION LOT: 22 SUBLLOT b RESUBDIVISION: AND**
- 9. PROPERTY OWNED BY DAVID CALE, \$320.00, 1082 PINYON STREET, PINYON PARK SUBDIVISION LOT: 15.**

**WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

**Resolution to Designate Election Official:**

**MOTION TO ACCEPT THE RESOLUTION TO APPOINT RACHEL WILLEY AS THE ELECTION OFFICIAL WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR BALLOGA.**

**MOTION CARRIED UNANIMOUSLY.**

**Permission to Pay Lefever Building Systems:**

We have received a pay application for September and November services from Lefever Building Systems for the Wastewater Treatment Facility Improvement Project in the amount of \$237,500.00 for September and \$44,014.45 for November. The Pay Applications were reviewed and approved by JVA Engineering for completed work indicated on the application. The Pay Applications will be submitted for reimbursement from the DOLA Grand and SRF Loan.

**MOTION TO PAY LEFEVER BUILDING SYSTEMS IN THE AMOUNT OF \$237,500.00 FOR SEPTEMBER SERVICE AND \$44,014.45 FOR NOVEMBER SERVICE WITH THE CONDITION OF RECEIVING A LEIN WAIVER FROM THE SUBCONTRACTING COMPANY MAVRICK STEEL INCORPORATED WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

**Property and Liability Insurance Renewal:**

Property and Liability Insurance premiums were received. The amount for insurance for 2025 will be \$40,397.00. This is an 18.74% or \$6,375.00 increase from last year's premium.

**MOTION TO ACCEPT THE COLORADO SPECIAL DISTRICT PROPERTY AND LIABILITY POOL INSURANCE QUOTE OF \$40,397.00 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

**USGS Water Sampling Agreement:**

The new water sampling agreement with USGS was presented. It will cost the District \$7,849.00 in 2025 for the water sampling project on the White River. This \$1,305.00 more than 2024.

**MOTION TO ACCEPT THE AGREEMENT WITH THE UNITED STATES GEOLOGICAL SURVEY DIVISION FOR SAMPLING THE WHITE RIVER FOR THE YEAR 2025 IN THE AMOUNT OF \$7,849.00 WAS MADE BY DIRECTOR HOOPER, SECONDED BY DIRECTOR BALLOGA.**

**MOTION CARRIED UNANIMOUSLY.**

**Networking of the Rockies Phone System Quote:**

Doug Merrell sent a quote for a new phone system for the office and plant. Right now, we pay \$308.00 per month for phone service. If we switch to the internet phone service with Technology West, we will receive a government discount and pay \$137.62 per month for the office and plant. This is a savings of \$170.00 per month and \$2,040.00 per year.

**MOTION TO PAY NETWORKING OF THE ROCKIES \$1,500.00 TO SET UP THE PHONE SYSTEM FOR OFFICE AND PLANT WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

**Permission to Pay JVA Consulting Engineers:**

We have received an invoice from JVA Consulting Engineers for November 2024 Wastewater Treatment Facility Construction Services in the amount of \$7,094.48. This invoice will be submitted for reimbursement from the DOLA Grant and SRF Loan.

**MOTION TO MAKE PAYMENT TO JVA CONSULTING ENGINEERS IN THE AMOUNT OF \$7,094.48 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

**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.

There will be a state inspection on December 18<sup>th</sup>.

A new motor for the grease pump was purchased for one of the screw pumps.

We will use a new company for servicing the blowers. The same person will be used for now, until the new people are trained.

**Office Report:**

The Board approved to have a Corporate Membership through the Rec Center for all employees, board members and families.

**MOTION TO HAVE A REC CENTER CORPORATE MEMBERSHIP FOR EMPLOYEES, BOARD MEMBERS, AND FAMILIES WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

Board permission was asked to purchase chamber bucks as a gift to employees. The Board agreed to give each employee \$100.00 in chamber bucks this year.

**MOTION TO GIVE EACH EMPLOYEE \$100.00 IN CHAMBER BUCKS AS A GIFT FROM THE DISTRICT WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

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 2025 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

We will have our Christmas party partnered with the Town of Meeker on Friday December 13<sup>th</sup> at 5:00 p.m. at the Smoking River Brewery. Appetizers, pizza, wings, and green salad will be served. We are estimating the total cost to be \$1,000.00, maybe a little more with soft drinks. Permission was asked to pay our portion of the bill to the Smoking River Brewery.

**MOTION TO TO PAY THE SMOKING RIVER BREWERY FOR THE MEEKER SANITATION DISTRICTS PORTION OF THE CHRISTMAS PARTY BILL WAS MADE BY DIRECTOR C. DAY, SECONDED BY DIRECTOR BALLOGA.**

**MOTION CARRIED UNANIMOUSLY.**

**Attorney:**

Attorney Borchard made the Board aware that he will be in Florida for the months of January, February, and maybe March. He will be available by phone for board meetings.

**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 2024 IN THE AMOUNT OF \$398,231.78 WAS MADE BY DIRECTOR BALLOGA, SECONDED BY DIRECTOR HOOPER.**

**MOTION CARRIED UNANIMOUSLY.**

Director Balloga gave permission to use their signature stamp.

The meeting was adjourned, the next regular Board Meeting will be held on January 8, 2025.

\_\_\_\_\_  
Chairperson

ATTEST  
\_\_\_\_\_