

**WEST MONTROSE SANITATION DISTRICT**  
**RECORD OF PROCEEDINGS**  
May 20, 2026

The Board of Directors of the West Montrose Sanitation District met at the WMSD office located at 239 Chipeta Road. Kristi Harvey, President, called the meeting to order at 7:03 p.m. Members of the Board present were Kristi Harvey, Michael Monell, William Merrel, and William Green. Also in attendance were Aaron Brooks, Cheryl Schmalz, Nathan Waldvogel, Jeff Brady, and Don Moreland, CPA for the West Montrose Sanitation District

**VISITORS: None**

**PUBLIC COMMENT: None**

**CORRESPONDANCE: None**

**APPROVAL OF AGENDA:** William Merrel made a motion to approve the agenda as presented. Michael Monell seconded the motion. Motion carried

**CONSENT AGENDA:** Michael Monell made a motion to approve the Consent Agenda as presented. William Green seconded the motion. The motion carried.

**REPORTS:**

1) **2025 Audit Review**

- a. Don Moreland, CPA for the West Montrose Sanitation District presented the December 31, 2025 and 2024 Audit. Mr. Moreland reviewed the audit contents with the Board of Directors in detail. Don Moreland, CPA advised the Board that he will be forwarding a copy of the audit statement to the State Auditor. In summary, Mr. Moreland stated that the District was in very good financial shape.
  - i) Michael Monell made a motion to approve the Audit for December 31, 2025 and 2024 as presented by Don Moreland, CPA. William Green seconded the motion. Motion carried.

2) **Financial & Office – Cheryl Schmalz**

- a. Cheryl Schmalz reviewed the bills to be paid for the current month and the petty cash report. Ms. Schmalz noted that included in the Petty Cash was the \$499 for ZipRecruiter job posting and \$200 for BC Water Jobs posting, all other expenses are normal and routine. Ms. Schmalz also highlighted the Double A Landscaping charge of \$1600 for the removal of two voluntary elm trees, juniper bush and spring cleanup around the entire lot, EMTECH charge of \$3,056 for aerator repair, SGM charge of \$2,200 for lagoon 3 survey, and the Montrose County Finance charge of \$3500 for the aerial imagery for Jeff's GIS/mapping program.
- b. Ms. Schmalz presented the Profit & Loss and Balance Sheet through April 2026, or 4 months of the year. Ms. Schmalz also discussed the Budget Comparison report for the first 4 months of the year. Ms. Schmalz reported that the Operating Revenue is at 33%, Non-Operating Revenue is at 43%. Ms. Schmalz also reported that the total expenses for Administration, Treatment Plant, and Collections are at 24%.
  - i) William Green made a motion to approve the financial reports as presented. William Merrel seconded the motion. Motion carried
- c. Ms. Schmalz informed the Board that she had completed the Certified Bookkeeping course and has scheduled the first of two certification exams for June 2, 2026. Ms. Schmalz also reminded the Board of the SDA workshops coming up on June 18<sup>th</sup> & June 22<sup>nd</sup>.

3) **Facility Report – Nathan Waldvogel**

- a. Nathan Waldvogel presented the treatment plant section of the Facility report for the month of April, 2026. Mr. Waldvogel reported that the monthly average influent flow for April was 0.25 MGD, or approximately 36% of the facility's hydraulic capacity of 0.7 MGD, which was down 3% from last month and down 4% for the same period last year. Mr. Waldvogel reported that all lab analysis done in house and the quarterly metals testing through Colorado Analytical results for April were within compliance and well below the District's discharge permit limits. Mr. Waldvogel also reported that all monthly and quarterly Discharge Monitoring Reports have all been submitted for the first quarter.

- b. Mr. Waldvogle informed the Board that the level sensor in Basin 2 had stopped working in early April and he had purchased 2 units from Aqua Aerobics Systems, one to replace the failed sensor and one as a spare. The level sensor in Basin 1 is starting to fail and the spare will be used to replace that one when complete failure is reached. Mr. Waldvogle also shared with the Board that EmTech had returned the refurbished aerator for Lagoon 2. Mr. Waldvogle is also working Aqua Aerobics Systems to exchange one of the new aerator floats as it has an unacceptable tilt to it.
- c. Mr. Waldvogle presented the April septage totals to the Board. Loads – 2; Gallons – 1,822; Revenue - \$455.50. Both loads were from Haynes Excavation.
- d. Jeff Brady informed the Board that Integrity Homes had paid for the 23 taps for River Stone Subdivision Filing 4 and tap agreements had been signed. Mr. Brady also reported he had received a report of sewage coming up out of our manhole at Bristlecone & Sequoia. Upon investigation it was discovered that the grease trap at the Pour Gas had spilled into our system. Mr. Brady contacted the owner of the business and learned that the grease trap had not been cleaned since the business opened two years ago. Mr. Brady had the owner arrange to have the grease trapped cleaned immediately and Montrose County Health Department will be performing inspections of the grease trap every 3 months until a clean out schedule can be determined for the owner.
- e. Mr. Brady shared with the Board that Cameron Garcia had been interviewed for the Operator & Maintenance Technician position and upon a successful background check and drug screen, Cameron would be offered the position.

**4) Legal Counsel Report – Aaron Brooks**

None

**5) Upcoming Meeting Dates**

- |                          |                         |                   |
|--------------------------|-------------------------|-------------------|
| a) Board Meeting         | June 17, 2026           | 7:00 p.m.         |
| b) SDA Regional Workshop | June 18, 2026 (Clifton) | 8 a.m.-11:30 a.m. |
|                          | June 22, 2026 (Durango) | 8 a.m.-11:30 a.m. |

**EXECUTIVE SESSION**

- a. Kristi Harvey asked for a motion to go into executive session at 8:05 p.m. pursuant to C.R.S. § 24-6-402(4)(f)(I) - personnel matters; C.R.S. § 24-6-402(4)(c) - matters required to be kept confidential by law (C.R.S. § 24-72-204(3)(a)(XI)(A)); and C.R.S. § 24-6-402(4)(b) - legal advice, for the purpose of reviewing applicants for the District Manager position. Ms. Harvey noted that the participants in the executive session would be Directors Michael Monell, Kristi Harvey, William Green, William Merrel, and Attorney Aaron Brooks, and that a contemporaneous record of meeting would be kept. Michael Monell so moved. William Merrel seconded the motion. Motion carried.
- b. At 8:47 p.m. Kristi Harvey asked for a motion to come out of executive session and in doing so affirmed that the participants in the executive session remained the same with those read into record, that they stayed on topic, and no adoption of any proposed policy, position, resolution, rule, regulation, or formal action took place while in executive session. William Green so moved. Michael Monell seconded the motion. Motion carried.

**OTHER: None**

**ADJOURNMENT:** Having no other business to come before the Board, Kristi Harvey asked for a motion to adjourn the Board Meeting for Wednesday, May 20, 2026.

At 8:47 p.m., William Merrel made a motion to adjourn the meeting. William Green seconded the motion. Motion carried.

Respectfully submitted,  
Cheryl Schmalz