

WEST MONTROSE SANITATION DISTRICT
RECORD OF PROCEEDINGS
September 20, 2023

The Board of Directors of the West Montrose Sanitation District met at the WMSD office located at 239 Chipeta Road. Rick Dunlap, President called the meeting to order at 7:00 p.m. Members of the Board present were Michael Monell, William Green, Kristi Harvey, and William Merrel. Also in attendance were John Brooks, Andres Garcia and Jeff Brady.

VISITORS: None

PUBLIC COMMENT: None

CORRESPONDENCE: None

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

CONSENT AGENDA: William Green made a motion to approve the Consent Agenda. Kristi Harvey seconded the motion. Motion carried.

REPORTS:

1) **Financial & Office**

A. **Financial Reports**

- i) Andres Garcia reviewed the bills to be paid for the current month and the petty cash report. Mr. Garcia noted the increase over the 2022 Commercial Insurance Package. Michael Monell suggested checking into other insurance companies for the 2024 Commercial Insurance Package.
- ii) Mr. Garcia presented the Profit and Loss and Balance Sheets thru August 2023 or eight months of the year. Mr. Garcia also presented and discussed the Budget Comparison report through the first eight months of the year, noting that operating revenues are at 64% and non-operating revenues are at 262% of the budgeted amount.
 - (1) Kristi Harvey made a motion to approve the financial reports through August 31, 2023. Michael Monell seconded the motion. Motion carried.
- iii) Budget Officer needs to be designated for the 2024 budget.
 - (1) Michael Monell made a motion to designate Andres Garcia as the Budget Officer for the 2024 budget. William Green seconded the motion. Motion carried.
- iv) Mr. Garcia presented the budget calendar and noted the Budget Review & Work Session with the WMSD Staff, currently set for October 5, 2023 at 10:30 a.m. Mr. Garcia put out the invitation for two board members to attend the staff work session. The Budget Review Work Session with the Board was set for October 11, 2023 at 9 a.m. Mr. Garcia informed the Board that WMSD had received the preliminary mill levy from the county and had submitted it along with the mill levy worksheet to WMSD'S CPA, Don Moreland for review. WMSD received \$70,000 from the mill levy last year and is expecting to see approximately \$82,000 this year. Mr. Garcia noted that the final mill levy certification from the county is due before December 5th and that the mill levy amount could change.

2) **Treatment Facility Report**

- i) Andres Garcia presented the Board with the treatment plant section of the Facility report for the month of August, 2023. Mr. Garcia reported that the monthly average influent flow for August was 0.37 MGD, or approximately 52% of the facility's hydraulic capacity of 0.7 MGD, up 0% from last month and up 1% for the same period last year. Mr. Garcia noted that during the weekends there is consistent increase in influent. Mr. Garcia and

staff have their suspicions on the cause and will be investigating further. The facilities organic capacity was calculated at 26% of the permitted allowance, up 9% from last month. All lab analysis results for August were within compliance and well below the District's discharge permit limits.

- ii) Mr. Garcia discussed the repairs & maintenance that had been done at the plant. The rebuilt aerators were installed and re-wired onto floats. One defective aerator float was replaced with a spare stainless-steel float. Haynes Excavation was contracted to move and set 4 aerators into lagoons 1 & 2. Staff cleaned and re-attached mooring cables to aerator floats and tethers.
- iii) Mr. Garcia discussed his and Nathan's upcoming Aqua-Aerobic Systems, Inc. Innovative Technologies Seminar located in Rockford, IL on September 28 – 30 along with the Colorado Aqua-Aerobic, Inc. representatives from Goble Sampson out of Arvada, CO and Brandyn Bair with SGM, Inc. out of Glenwood Springs. Trip will include a tour of the pilot and testing facility in Rockford, introduction of new technology and process upgrades for existing Aqua facilities to meet compliance regulations. Travel expenses including round trip flight from Grand Junction to Chicago, travel from Chicago to Rockford and lodging in Rockford will be covered by Aqua-Aerobic Systems, Inc. Per Diem and lodging in Chicago will be covered by the District training budget.
- iv) Mr. Garcia presented the August septage totals to the Board. Loads – 41; Gallons – 38,988; Revenue - \$7,797.60. Mr. Garcia informed the Board that Professional Grade now has a frac tank and is no longer bringing loads into the receiving station. Mr. Garcia noted that there has only been one load brought to the plant so far this month.

3) Collection System Report

- i) Jeff Brady gave an update to the Board on Integrity Homes. Mr. Brady informed the Board that the 13 taps had been paid for. Mr. Brady also attended Integrity Homes Pre-Con meeting and discussed with them the location of the end of the pipe from the last phase. Mr. Brady informed the Board that a tap application for 3 taps for Waterfront Way Subdivision off of Marine Road had been submitted and would be presented to the Board at the October meeting.

4) Legal Counsel Report

- i) John Brooks reported that Jana had given him two (2) Petitions for Inclusion that he will publicize and file with the court in October.

5) Upcoming Meeting Dates

A. Budget Work Session	October 11, 2023	9:00 a.m.
B. Board Meeting	October 18, 2023	7:00 p.m.

OTHER: None

ADJOURNMENT: Having no other business to come before the Board, Rick Dunlap asked for a motion to adjourn the Board meeting for Wednesday, September 20, 2023.

At 7:36 p.m., William Green made a motion to adjourn the meeting. Michael Monell seconded the motion. Motion carried.

Respectfully submitted