WEST MONTROSE SANITATION DISTRICT RECORD OF PROCEEDINGS

March 15, 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 7:01 p.m. Members of the Board present were Rick Dunlap, William Green and William Merrel. Members Kent Kinsey and Kristi Harvey were excused. Also in attendance were John Brooks, Andres Garcia, Jeff Brady, and Nathan Waldvogle.

VISITORS: Brandyn Bair and Michael Monell

PUBLIC COMMENT: None

CORRESPONDENCE: Andres Garcia recognized before the Board, Jeff Brady for 15 years of service with West Montrose Sanitation District.

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

CONSENT AGENDA: William Green made a motion to approve the Consent Agenda as presented. William Merrel seconded the motion. Motion carried.

REPORTS:

1) Collection System Report

- i) Jeff Brady presented to the Board a Tap Application submitted by Integrity Homes, 6429 Circle, River Stone Subdivision, for approval of 13 residential taps for Phase 3 located at Opal and 6429 Circle. The sewer project will consist of 2 new manholes and 526 linear feet of 8-inch SDR 35 sewer pipe. The new sewer line will tie into existing manhole B17B2 at the intersection of Opal and 6429 Road. Construction is to commence upon Board approval and payment of the taps. The monthly service fees will begin upon the County's approval of the final plat.
 - a) William Merrel made a motion to approve the sale of 13 (thirteen) residential taps to Integrity Homes for 6429 Circle, River Stone Subdivision, Montrose, CO 81403. William Green seconded the motion. Motion carried.
- ii) Brandyn Bair, P.E. from SGM presented the Collection System Capacity Analysis findings to the Board. The project accurately estimates the sewer system's current and future capacity and loads. SGM used the same corridors as the last capacity study that was performed by Del-Mont Consultants in 2005 so that the old and new data could be compared more accurately. In conclusion, the study showed that the District's collection system is in good working order and there is adequate capacity for any future build outs. A 42-page report was submitted to the Board for review. The total cost for the project came in at \$52,539.10, well under budget.
 - b) William Green made a motion to accept the report as presented. William Merrel seconded the motion, Motion carried.

2) Facility Report

- i) Andres Garcia presented the Board with the treatment plant section of the Facility report for the month of February, 2023. Mr. Garcia reported that the monthly average influent flow for February was 0.27 MGD, or approximately 39% of the facility's hydraulic capacity of 0.7 MGD, up 3% from last month and no change from the same period last year. All lab analysis results for February were within compliance and well below the District's discharge permit limits. Mr. Garcia also reported that 3 aerators were removed from the lagoon system and sent to EmTech in Grand Junction for rebuild and repairs. Mr. Garcia anticipated having the aerators back and in the lagoons in approximately 6 weeks.
- ii) Mr. Garcia presented the combined January and February septage totals to the Board. Loads 79; Gallons 86,743; Revenue \$17,348.60. Mr. Garcia also discussed the probability of a decline in sewage from Septic Haulers, especially from Professional Grade as he is installing a frac tank that another company will collect the septage from and turn into marketable fertilizer. Mr. Garcia

- discussed the Biosolids Removal report. A total of 393.6 Dry Metric Tons were land applied for permitted local farmers at no cost.
- iii) Mr. Garcia presented to the Board the amended Septage Receiving Station Rules, Regulations & Procedures. The revision is due to the changes made by Montrose County in their rules & regulations. The revision includes updated facility address (address was changed by the County), updated rate schedule (increased from 16¢ to 20¢ per gallon), updated insurance requirements and removal of commercial septage.
 - (a) William Green made a motion to approve the Septage Receiving Station Rules, Regulations and Procedures, as amended. William Merrel seconded the motion. Motion carried.

3) Financial & Office

- Andres Garcia reviewed the bills to be paid for the current month and the petty cash report. Mr.
 Garcia pointed out the CNA Surety payment and explained that it was for the required Bonds for
 the Board. Mr. Garcia also reviewed the bills that were paid between Board meetings.
- ii) Mr. Garcia presented the Profit & Loss and Balance Sheet through February 2023, or 2 months of the year. Mr. Garcia was happy to point out the increase of interest income, which was \$14,867.46 for the first 2 months of the year. Mr. Garcia also discussed that the first Budget Comparison report would not be available until the April 19th Board meeting.
 - a) William Green made a motion to approve the financial reports through February 28, 2023. William Merrel seconded the motion. Motion carried.

4) Election Update

i) Andres Garcia presented the Cancellation of Election and Certified Statement of Results. Notice was published March 10, 2023 in the Montrose Daily Press, posted on our website, and on the District's posting board. The Oath of Office for Michael Monell will need to take place before the May 17th Board meeting and the other directors may take their Oath at or before the May 17th Board meeting. Mr. Garcia also presented to the Board the cost comparison between an in-person election and a mail-in election for future reference.

5) <u>Legal Counsel Report</u>

- i) John Brooks discussed the ongoing Homer Heming easement. Mr. Brooks has been in contact with the Heming's attorney and they are still working on a Power of Attorney for Mrs. Heming. In the meantime, Goldenrod Fencing has completed the access gate on the Heming's property for \$1,850.00, which was under the budgeted \$2,000.00.
- ii) Mr. Brooks also discussed the work that Jana has been doing on the Annexation Petitions. Andres Garcia mentioned that 4 out of the 9 that needed signing had been turned into the office. The deadline to have the Petitions recorded with the County is May 1st.

6) Upcoming Meeting Dates

A. Board Meeting

April 19, 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, March 15, 2023.

At 8:05 p.m., William Merrel made a motion to adjourn the meeting. William Green seconded the motion. Motion carried.

Respectfully submitted, Andres L. Garcia