

WEST MONTROSE SANITATION DISTRICT
RECORD OF PROCEEDINGS
October 16, 2024

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 Aaron Brooks, Andres Garcia and Jeff Brady.

VISITORS: None

PUBLIC COMMENT: None

CORRESPONDENCE: None

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

CONSENT AGENDA: Kristi Harvey made a motion to approve the Consent Agenda. William Green 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 pointed out on the Petty Cash the reimbursement from the City of Montrose for the pre-paid deposit for the water used for cleaning the lines. Mr. Garcia also noted in the Bills Previously Paid section, the final payment and additional payment to Fine Line Painting and Construction for the installation and painting of the doors. The additional payment was for the extra trim work that was done. The payment to American Locksmith was for the new door knobs and installation for the new doors.
- ii) Mr. Garcia presented the Profit and Loss and Balance Sheets thru September 2024 or nine months of the year. Mr. Garcia also presented and discussed the Budget Comparison report through the first nine months of the year, noting that all departments were well within budget. Mr. Garcia also noted that the Contingency Expense for the Beaver Lakes repair would be moved into the budget for Collections Repairs & Maintenance as account is well under it's budgeted amount.
 - (1) Michael Monell made a motion to approve the financial reports through September 30, 2024. William Merrel seconded the motion. Motion carried.
- iii) Andres Garcia presented the Board with the Proposed 2025 Budget. Mr. Garcia informed the Board that a copy of the proposed 2025 budget would be emailed to them for review and that a copy was available at the District Office for the public to view. Mr. Garcia also presented the Notice of Proposed Budget for Board Secretary Kristi Harvey to sign and informed the Board that it would be published in the Montrose Press twice before the November 20, 2024 Board Meeting, which is also the date for the Public Budget Hearing. Mr. Garcia noted that the District was on schedule per the 2025 Budget Calendar.

2) **Treatment Facility Report**

- i) Andres Garcia presented the Board with the treatment plant section of the Facility report for the month of September, 2024. Mr. Garcia reported that the monthly average influent flow for September was 0.35 MGD, or approximately 51% of the facility's hydraulic capacity of 0.7 MGD, down 5% from last month and down 3% for the same period last year. Mr. Garcia noted that influent flows have decreased due to irrigation ditches being closed down. The facilities organic capacity was calculated at 15% of the permitted

allowance, down 4% from last month and down 1% for the same period last year. All lab analysis results for September were within compliance and well below the District's discharge permit limits.

- ii) Mr. Garcia reported on the repairs that were happening at the treatment plant to the Board. The Lakeside rotary screen in the headworks building is continuing to fault/trip. Staff have completely cleaned and flushed auger to check for debris that could be causing the fault and have replaced several recommended components to no avail. Staff called Lakeside Tech Support and a faulty motor was diagnosed as being the cause. A replacement 2HP motor from Lakeside was ordered at the cost of \$1,490 and will be installed by staff when it arrives.
- iii) Mr. Garcia noted to the Board that a new payment drop box was installed at the Chipeta office. This was done due to the fact that a drop box could not be installed on the new glass front door. The box is secure and under the security cameras.
- iv) Mr. Garcia presented the third quarter septage receiving totals to the Board. Total number of loads was 73 and of those loads, 2 were from Delta County, 14 from Ouray County and the remainder were from Montrose County. Mr. Garcia noted that for September, there were 25 loads, all from Montrose County.

3) Collection System Report

- i) Jeff Brady reported to the Board that the tap that was approved at the September 18, 2024 Board meeting had been purchased. No construction has started yet.
- ii) Mr. Brady also noted to the Board that the remaining pipe line had been cleaned, for a total of 47,360 linear feet of pipe line cleaned this year. He and Nathan would also be cleaning the waterline coming into the treatment plant.

4) Legal Counsel Report

None

5) Upcoming Meeting Dates

A. Board Meeting	November 20, 2024	7:00 p.m.
B. Public Hearing for the 2025 Budget	November 20, 2024	7:00 p.m.
C. Christmas Dinner	December 2024	TBD

OTHER: Andres Garcia informed the Board that in regards to charging VRBO's in the district as commercial taps, after talking with Montrose County Assessor Brad Hughes, VRBO's and Air B&B's are not tracked by the county and it would be difficult to do so.

ADJOURNMENT: Having no other business to come before the Board, Rick Dunlap asked for a motion to adjourn the Board meeting for Wednesday, October 16, 2024.

At 7:35 p.m., Michael Monell made a motion to adjourn the meeting. William Green seconded the motion. Motion carried.

Respectfully submitted