

WEST MONTROSE SANITATION DISTRICT  
RECORD OF PROCEEDINGS  
February 21, 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 Rick Dunlap, Michael Monell, Kristi Harvey, and William Green. William Merrel was excused. Also in attendance were Aaron Brooks, Andres Garcia, and Jeff Brady.

**VISITORS:** Bob Krug, CSAFE Adviser

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** None

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

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

**REPORTS:**

1) **Financial & Office**

**A. CSAFE Update**

- i) Bob Krug presented to the Board an overview of CSAFE and how they came to be as an alternative to banks. Mr. Krug noted that CSAFE and their advisors are projecting interest rates to remain relatively stable for the next two years. Investors may see a slight drop in interest rates, but nothing significant. Andres Garcia noted to the Board the plan to transfer \$100,000 from the Bank of Colorado Operating Account and \$400,000 from the Vectra Operating Account to CSAFE and those payments were not on the Bills to be Paid Report.

**B. Financial Reports**

- i) Andres Garcia reviewed the bills to be paid for the current month and the petty cash report. Mr. Garcia noted in the Petty Cash report, the training expenses for himself and Nathan to attend the Rocky Mountain Water Quality Analysts Association Symposium that is coming up in April. Mr. Garcia also noted the Superior Fire Protection expense for annual inspection of the fire extinguishers and the Chrome Pest Control expense. Mr. Garcia explained how the birds had made a hole through the new insulation to get back into the shop. Chrome Pest Control covered the hole from the outside and sprayed all the eaves with a bird deterrent and Mr. Garcia repaired the hole from the inside. Mr. Garcia shared before and after pictures with the Board. Mr. Garcia also presented to the Board a late invoice from Simon Pipeline Services in the amount of \$900 and requested that it be added to the monthly bills for February. Jeff Brady explained to the Board that Simon Pipeline had performed a camera survey of the lines on Bristlecone and also on Marine Rd to verify the 6" taps. Two lots on Spring Creek are planned for 12 apartments and 14 apartments buildings to be constructed. Each lot already has one tap, but additional taps will need to be purchased.

- ii) Mr. Garcia presented the Profit & Loss, Balance Sheets and Budget Comparison thru January 2024 or one month of the year.
  - a) Michael Monell made a motion to approve the transfer of \$100,000 from the Bank of Colorado operating account and \$400,000 from the Vectra operating account for a total of \$500,000 to the CSAFE account. William Green seconded the motion. Motion passed.
  - b) Kristi Harvey made a motion to approve the financial reports through January 30, 2024 with the addition of the Simon Pipeline Services invoice for \$900. Michael Monell seconded the motion. Motion carried.

## **2) Facility Report**

### **A. Treatment Plant**

- i) Andres Garcia presented to the Board the Biosolids Annual Report. Mr. Garcia noted 0 gallons of biosolids was removed and report was submitted to the state. Mr. Garcia also presented to the Board the treatment plant section of the Facility Report for the month of January, 2024. Mr. Garcia reported that the monthly average influent flow for January was 0.30 MGD, or approximately 43% of the facility's hydraulic capacity of 0.7 MGD, 0% from last month and up 7% compared to same period last year. All lab analysis results for January were within compliance and well below the District's discharge permit limits.
- ii) Mr. Garcia presented to the Board the treatment plant repairs and maintenance update. Mr. Garcia reported that SBR#1 Influent valve has had 2 after hours callouts for failure to close/open, requiring staff to respond and perform confined space entry to resolve. The actuator, that has been in place since 2003, is sticking during operation and causing fault and alarm. The actuator is obsolete and non-repairable. Mr. Garcia informed the Board that a new valve and actuator combo was ordered from Aqua-Aerobic Inc for the cost of \$13,235 plus freight and that it would be approximately 6 months for delivery. Mr. Garcia reported on SBR#2 after hours callout January 28, 2024 for Aerator or Level Alarm. Browns Hill came onsite to diagnose and found extremely high amp readings and diagnosed the aerator as having a bound up or ceased impellor on the motor shaft. Staff then contracted EmTech for aerator removal from pond, found bearings ceased and not rotating. Mr. Garcia informed the Board that EmTech would rebuild the motor at a cost of \$8,715 plus labor and that it would take 1-3 weeks. Mr. Garcia reported to the Board about receiving a CoWARN (Colorado Water/Wastewater Agency Response Network) request from South Durango Sanitation District (SDSD) for an actuator. WMSD had two decommissioned actuators that could work for SDSD to get them through until the new replacement actuator can be delivered in about 3 months. Staff met with SDSD personnel in Silverton to swap parts.
- iii) Mr. Garcia presented the January septage totals to the Board. Loads – 21; Gallons – 23,226; Revenue - \$4,645.20. Mr. Garcia noted that all the loads were from A Rooter Man and that when the weather improves, A Rooter Man would go back to land application. Mr. Garcia also discussed the septage disposal rate increase to .25/gal would be going into effect as of February 1, 2024.

### **B. Collection System Report**

- i) Jeff Brady presented a brief report to the Board. Mr. Brady noted that the District has a manhole located in Jesse McCants' backyard on Carefree Dr. In the past staff has had to cut through McCants barbed wire fence to obtain access to the manhole. McCants is going to be replacing the fence soon. Mr. Brady talked to him about putting a gate in for access to the manhole. Mr. McCants was agreeable if the District could help pay for the gate and installation. Mr. Brady informed the Board that he would look into costs and would present this situation in more detail at the March 20, 2024 Board meeting. Mr. Brady also

informed the Board that the new Pour Gas convenience store had installed a new manhole that will be adopted into the District's system. The manhole had been televised and so far has passed all testing that has been performed. Mr. Brady noted that vacuum testing still needed to be performed and that he will report more in depth at the March 20, 2024 Board meeting.

**3) Manager's Report**

**A. Capital Purchases**

- i) Andres Garcia reported to the Board that the check for the purchase of the new work truck had been created and was noted in the Bills to be Paid. Mr. Garcia noted that he and Jeff should be able to pick the new truck up by the end of March. Mr. Garcia also mentioned that 10% down had been paid on the new water trailer and the remainder is to be paid when the trailer is ready to be shipped.

**4) Legal Counsel Report**

Mr. Brooks informed the Board that he would be meeting with Montrose County Assessor, Brad Hughes in the next couple weeks to verify the legal descriptions for all the Petitions for Inclusion. Once that is completed, he will request a hearing with Judge Yoder. Mr. Brooks noted that he would have that completed in time to present to the Board no later than the April 17, 2024 Board Meeting. Andres Garcia informed him that he would not be present at the March 20, 2024 meeting, but if Mr. Brooks was ready to present the Petitions for Inclusion at that time, he could do so.

**Upcoming Meeting Dates**

A. Board Meeting	March 20, 2024	7:00 p.m.
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**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, February 21, 2024.

At 8:15 p.m., Kristi Harvey made a motion to adjourn the meeting. William Green seconded the motion. Motion carried.

Respectfully submitted, Andres L. Garcia