

**WEST MONTROSE SANITATION DISTRICT
RECORD OF PROCEEDINGS
Wednesday, September 16, 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 6:58 p.m. Members of the Board present were Michael Monell, William Merrel, and William Green. Kristi Harvey attended remotely. Also in attendance was Jeff Brady. Aaron Brooks, Hyrum Webb, and Cheryl Schmalz, attended remotely.

VISITORS: Randall McBride

PUBLIC COMMENT: None

CORRESPONDENCE: Received a Letter of Interest from Randall McBride to fill the available board vacancy.

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

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

BUSINESS OF THE BOARD: Kristi Harvey asked the Board for comments and discussion on the appointment of Randall McBride filling the current Board vacancy. After a brief discussion a motion was requested.

Michael Monell made the motion to appoint Randall McBride to fill the vacancy on the Board of Directors. William Merrel seconded the motion. Motion carried.

REPORTS:

1) Financial & Office – Cheryl Schmalz

- a. Cheryl Schmalz reviewed the bills to be paid for the current month and the petty cash report. Ms. Schmalz pointed out to the Board that a small transfer of \$10 was made from the Operating account to the Petty Cash account to avoid being overdrawn before the August reimbursement check could be deposited and that all other expenditures for petty cash are normal and routine. Ms. Schmalz then reported to the Board the current bills to be paid, making note of ByteBack Computers for \$1,108.40 for monitors & docking stations, Colorado Department of Public Health & Environment for WQCD permits for the treatment plant, and The Paper Clip for the District Manager's desk.
- b. Ms. Schmalz presented the Profit & Loss and Balance Sheet through August 2026, or 8 months of the year. Ms. Schmalz then presented the Budget Comparison report for the first 8 months of the year. Ms. Schmalz noted that total of all revenues was at 81%, total Administration expenses are at 59%, Treatment Plant expenses are at 42% and Collections expenses are at 57%, for an average of 50% for total expenses, well under budget for this point of the year.
 - i) William Merrel made a motion to approve the financial reports as presented. William Green seconded the motion. Motion carried.
- c. Budget Officer needs to be designated for the 2027 budget.
 - i) Michael Monell made a motion to designate Hyrum Webb as the Budget Officer for the 2027 Budget. William Merrel seconded the motion. Motion carried.
- d. Ms. Schmalz reviewed the Budget Calendar with the Board noting that the District had received the Mill Levy Notice from Montrose County Assessor. The updated and final assessed Valuation from the County is due to us by December 5, 2026.
- e. Ms. Schmalz presented to the Board two (2) proposals from auditors, Ty Holman with Haynie and Company and Brian Blair with Blair and Associates to replace the retiring Don Moreland. The decision to vote on a new auditor was tabled until references could be obtained for each auditor.

2) Facility Report – Jeff Brady

- a. Jeff Brady presented the treatment plant section of the Facility report on behalf of Nathan Waldvogel who was ill. Mr. Brady reported that the monthly average influent flow for the month of August was 0.32 MGD, or approximately 46% of the facility's hydraulic capacity of 0.7 MGD. Mr. Brady noted that the yearly accumulation of flow is 2% lower than 2021 which was a similar flow year. Mr. Brady also reported that all in-house lab analysis results for August were within

compliance and well below the District's discharge permit limits. Mr. Brady informed the Board that QA Balance had visited the plant and performed the annual laboratory instrument certification and noted their payment of \$480 on the Current Bills report. Mr. Brady then reported on the supernatant pump replacement. Mr. Brady informed the Board that Water Technology Group (a Cogent company) will be installing a new pump in the supernatant lift station and will also retrofit the lift station with new components. Mr. Waldvogle then reported that Staff are continuing to look into the best economical options to remove lagoon biosolids for the near- and long-term future. Mr. Brady then presented the August septage totals to the Board. Loads – 3; Gallons – 3,096; Revenue - \$774.00. All 3 loads came from Montrose County.

3) Collection System Report – Jeff Brady

- a. Jeff Brady presented to the Board a tap application submitted by Sergio Luna and Maria Ramos for 1 (one) tap at Orchard Minor Subdivision #2, Lot 1. Mr. Brady informed the Board the sewer service line will consist of a 4-inch private sewer lateral connecting into West Montrose Sanitation District's 6-inch sewer main across the street from the above-mentioned property. The total cost of the tap will be \$5,250 and monthly payments will begin 30 days upon approval of the tap sale. The staff recommendation is to approve the sale of 1 (one) tap.
 - i) Michael Monell made a motion to approve the sale of 1 (one) residential tap to Sergio Luna and Maria Ramos for Orchard Minor Subdivision #2, Lot 1. William Merrel seconded the motion. Motion carried.

4) Manager's Report – Hyrum Webb

- a. Hyrum Webb informed the Board that he is waiting on a proposal from Colorado Circuit Riders for the 2027 election. The proposal will include mail-in ballots with a local drop box so ballots can be mailed to them directly and counted or brought to the office in person. The proposal has an option for them to be the DEO as well.
- b. Mr. Webb reported to the Board that SGM is working on a cost proposal for a dewatering concept at the treatment plant. With the increased costs of lagoon cleaning and hauling, staff are looking into in-house options that would likely not include septic receiving and lagoons would be repurposed or abandoned. Lagoon 3 would still be useful in the future for emergency flows or clean water storage.
- c. Mr. Webb noted to the Board that the Certification of Valuation had been received and that Cheryl Schmalz had completed the preliminary Mil Levy Certification work. Donald Moreland was given a copy to review. Mr. Webb reminded the Board of the upcoming Budget work session scheduled for October 8, 2026.

5) Legal Counsel Report – Aaron Brooks

- a. Aaron Brooks noted the passage of Colorado House Bill 25-1211 last year, identifying in part the general requirement for sanitation districts to ensure their tap fees are reasonably related to the actual costs incurred in funding and providing their respective services (limited to capital-related expenses such as infrastructure construction, acquisition and permitted capacities and not operational costs). The District will be reviewing its records to ensure compliance.

6) Upcoming Meeting Dates

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| a. Board Budget Work Session | September 23, 2026 | 1:00 p.m. |
| b. Board Budget Work Session | October 8, 2026 | 4:30 p.m. |
| c. Board Meeting | October 21, 2026 | 7:00 p.m. |

OTHER:

ADJOURNMENT: Having no other business to come before the Board, Kristi Harvey asked for a motion to adjourn the Board Meeting for Wednesday, September 16, 2026.

At 7:41 p.m., William Merrel made a motion to adjourn the meeting. William Green seconded the motion. Motion carried.

Respectfully submitted,
Cheryl Y. Schmalz