

WEST MONTROSE SANITATION DISTRICT
RECORD OF PROCEEDINGS
Wednesday, August 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, William Merrel, William Green, Michael Monell, and Kristi Harvey. Also in attendance were Andres Garcia and Jeff Brady.

VISITORS: None

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: William Green made a motion to approve the Consent Agenda as presented. Michael Monell seconded the motion. Motion carried.

REPORTS:

1) **Financial & Office**

- a. Andres Garcia reviewed the bills to be paid for the current month and the petty cash report. Mr. Garcia pointed out that there would not be a petty cash reimbursement due to the extra funds for the SDA Conference in September. Mr. Garcia noted to the Board the Aqua-Aerobic System's bill for the parts to fix a mechanical breakdown on one of the decanters, the Haynes Excavation bill, which Jeff will go into detail in his Collections Report, and QA Balance Services for the yearly lab equipment maintenance.
- b. Mr. Garcia presented the Profit & Loss and Balance Sheet through July 2024, or 7 months of the year. Mr. Garcia also presented the Budget Comparison report for the first 7 months of the year. Mr. Garcia reported that the Non-Operating Revenue was at 125% due to Investment Income and Property & Specific Ownership Tax coming in higher than anticipated. The total expenses for Administration, Treatment Plant and Collections are at 50% overall.
 - i) Michael Monell made a motion to approve the financial reports as presented. William Merrel seconded the motion. Motion carried.

2) **Facility Report**

- a. Andres Garcia presented the treatment plant section of the Facility report for the month of July, 2024. Mr. Garcia reported that the monthly average influent flow for July was 0.38 MGD, or approximately 55% of the facility's hydraulic capacity of 0.7 MGD, up 5% from last month and up 3% from the same period last year. Mr. Garcia reported that all lab analysis results for July were within compliance and well below the District's discharge permit limits. Mr. Garcia also reported that the facility's organic capacity is at 14% of the permitted allowance, down 5% from last month and down 3% from the same period last year. Mr. Garcia presented the July septage totals to the Board. Loads – 25; Gallons – 29,091; Revenue - \$7,272.75. Loads came from Delta, Montrose, and Ouray Counties, with Montrose County having 80% of the load totals.
- b. Andres Garcia reported on the maintenance items that had been done at the plant. This included lubricating & inspecting 4 aerators on lagoon system, 2 mixers in SBR basins and 6 aerators in SBR basins. Other maintenance included adjusting and resetting limits on SBR decant actuator valves.

3) Collection System Report

- a. Jeff Brady presented to the Board the update on the 2024 cleaning project. As of August 8, 2024, approximately 44,347 linear feet have been cleaned. This includes the following subdivisions: Waterfall Canyon, West Meadows, Ponderosa Ranch, Riverwood Estates, Waterfront Way, Northbrook Villas MHP, Heritage Estates, Woodland Ponds, and River Meadows MHP. Mr. Brady reported that there were no customer complaints, just inquiries as to what the staff was doing. The cleaning project will continue in September to clean approximately an additional 6,000 linear feet. Andres Garcia commended Jeff and Nathan for their hard work on cleaning the lines. Mr. Brady also reported to the Board about tampering and vandalism to two of the District's manholes. Manhole H1F, located at 6360 Road & Heritage Estates, has had an ongoing issue with children throwing debris into it. Staff met with a Montrose County Sheriff's Deputy on site to have a report taken for the record. The manhole is located at the end of the line and not live, so it was decided to have Haynes Excavation fill it in with gravel and soft concrete to prevent any further tampering. The other manhole, J6, which is a live line between Heritage Estates and Northbrook Villas and adjacent to H1F, has also been tampered with in the past. Haynes Excavation placed a large boulder on top of the manhole to prevent any further tampering. The total cost of this project was \$1,934.84.

4) Managers Report

- a. Andres Garcia reported to the Board that on August 13, 2024 he along with Jeff Brady and Nathan Waldvogle, met with Montrose County Interim Manager, Emily Sanchez and Montrose County Health & Human Services Director, Jim Austin to discuss the issue of septage waste dumping. It was agreed between all parties that the solution needed to be a group effort between West Montrose Sanitation District, Montrose County, and City of Montrose. Mr. Garcia relayed to the group that he and Nathan Waldvogle previously met with City of Montrose personnel at their treatment plant to discuss the MOU and the City's participation moving forward. Mr. Garcia also discussed the virtual sewage pump truck inspections and truck operator certification with Mr. Austin. Mr. Austin agreed that it was time to discontinue the virtual inspections and return to in-person inspections and possibly revert back to inspection procedures that were previously used. A future meeting between all three entities will be planned.

5) Legal Counsel Report

Aaron Brooks reported to the board on his progress on the Ponderosa Ranch Easement to gain access to the District's manholes. Mr. Brooks met with HOA representative, Lori Love and discussed the removal of trees and foliage to help with access and the possibility of gaining access through the vacant drainage lot. Mr. Brooks will draw up a proposal to present to the HOA board at one of their upcoming meetings. The proposal will include the District clearing a path to the manholes and installing a culvert over the drainage ditch. Ponderosa Ranch HOA would be responsible for removing trees that are overgrown in the easement and providing an access gate through the property.

5) Other:

- a. Andres Garcia presented to the Board for approval the invoice from the CDPHE-WQCD for the discharge permit and pre-treatment program fee. Both permit fees are due before the September Board meeting
 - i) Michael Monell made a motion to approve paying both invoices from the CDPHE-WQCD for the discharge permit fee and pre-treatment program as presented. Kristi Harvey seconded the motion. Motion carried.

6) Upcoming Meeting Dates

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| a. Board Meeting | September 18, 2024 | 7:00 p.m. |
| b. SDA Annual Conference | September 10-12, 2024 | Keystone |
- Jana, Cheryl, & Kristi will be attending

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, August 21, 2024.

At 8:14 p.m., Michael Monell made a motion to adjourn the meeting. William Green seconded the motion. Motion carried.

Respectfully submitted,

Andres Garcia