

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE DIRECTORS OF THE STRASBURG SANITATION AND WATER DISTRICT

HELD: Tuesday, April 12, 2022, at 7:00 P.M. at the
TBK Bank Conference Room.

Attendance

A regular meeting of the Board of Directors of the Strasburg Sanitation & Water District was called and held in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their continued qualification to serve on the Board, were in attendance:

Sheila Cooper
Thomas McChesney
Teresa Roy
Eric Hart
Bob Yaich

Also present: Colin Mielke, District Attorney; Paul Grant II, District Operator; Joel Nordloh, District Operator; and Tracy Griffin, Administrator.

Call to Order

Board President Sheila Cooper noted that a quorum of the Board was present, and the Directors confirmed their continuing qualifications to serve.

Disclosure Matters

The Board had been previously advised that pursuant to Colorado law, certain disclosures by the Board members might be required prior to taking official action at the meeting. The Board then reviewed the agenda for the meeting, following which each Board member affirmed their conflicts of interest, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting. The Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

Agenda

Board President Sheila Cooper entertained changes to the agenda. Motion was made, seconded and with yeas by all the agenda was approved.

Patrons to Address

None

Operators Report

Paul Grant of Headways Consultant LLC, District Operator, presented the Board with a written report. He stated that all tests had been performed and the results were all within regulations.

Mr. Grant informed the Board of an emergency callout at Burton and Oak Streets; a bad saddle needed to be replaced.

He further informed the Board that that he was scheduling jetting one third of the sanitary sewer lines this summer.

Regarding the Clark Warehouse project, Mr. Grant stated that the sewer services line was in place and tapped and that the water tap would be scheduled soon.

Regarding the School project, Mr. Grant informed the Board that the house at 1983 Monroe Street was scheduled to be demolished. Ms. Griffin was instructed to conduct an audit of all School accounts once their projects are completed.

Regarding the Office Well Chlorine Contact Line project, the engineers were still working on CDPHE approval.

Mr. Grant then asked the Board if there were any questions regarding his proposal for an increase in his contract for the months of April through August to facilitate maintenance of the District's infrastructure. After Executive Session, held later in the meeting, Motion was made, seconded and with yeas by all, Headways Consultants LLS's proposal was approved, with a beginning date of May 1, 2022.

Administrators Report

Ms. Griffin presented the board with a written report. She stated there was no update regarding Office Well Contact Line.

Regarding the Sale of Property at Monroe and Railroad the Board was informed the Notice of Non-Compliance had been recorded with Arapahoe County.

Regarding Security, Ms. Griffin informed the Board the electrician had not yet presented a more detailed quote and that she would bring one to the next meeting.

Regarding Meter Replacement/Upgrade, after discussion motion to engage Core and Main for purchase/installation of the Mach-10 ultrasonic meters was made, seconded and, with yeas by all, passed. Ms. Griffin was instructed to get a contract in place, with the caveat of price increase.

Regarding Attendance at Meetings, Ms. Griffin was directed to remove this item from her report.

Ms. Griffin next spoke regarding Kent Beichle, the District's auditor. After discussion, a motion to continue engagement with Kent Beichle, CPA, for this year was made, seconded and, with yeas by all, passed. Ms. Griffin was instructed to begin the process of engaging another CPA firm going forward.

Ms. Griffin presented the Board with a proposed contract from Lance Grothe for payroll accounting. After discussion, motion to engage Grothe Financial for payroll accounting was made, seconded and, with yeas by all, passed.

Engineers Report

None.

Legal Report

Colin Mielke, District Attorney, presented the Board with a Status Report. He stated there was no update regarding the Prairie Learning Center Expansion Plan, the available capacity within the Eastern Adams County Metro District plant or Research Regarding Grant Opportunities, but that those items would remain on the Status Report for continued monitoring.

Regarding Notices of Noncompliance, Mr. Mielke stated this matter will be removed from the next Status Report.

Regarding the Easements for the School District Project, Mr. Mielke presented the Board with Easement Agreement between the District and Strasburg School District 31J. Upon motion made, seconded and with yeas by all, the Easement Agreement was approved.

Regarding Master Services Agreement with RESPEC, Mr. Mielke stated this matter will be removed from the next Status Report.

Regarding Letter to Yost regarding Violation of Rules and Regulations, Mr. Mielke stated this item remains on the Status Report as a place holder. Ms. Griffin stated she had spoke with Mr. Yost who informed her he was working on construction of the new lines.

New Business Discussion regarding Bank Signatories was had. Motion was made, seconded and with yeas by all, Ken Hanks was removed, and Bob Yaich was added as signatory for the District. The following duly elected/appointed Board Members were granted signatory duties for all District financial institutions at Independent Financial:

Shelia Cooper, President
Tom McChesney, Vice President
Teresa Roy, Secretary/Treasurer
Eric Hart, Assistant Secretary
Bob Yaich, Assistant Secretary

Old Business None.

Executive Session At approximately 8:15 p.m., Director McChesney moved that pursuant to section 24-6-402(4)(b) and (e), C.R.S. and upon an affirmative vote of at least two-thirds of the Board members present for the motion, the Board enter into executive session for the sole purpose of receiving legal advice and to discuss negotiations related to proposal from Paul Grant. Upon second and unanimous vote, the Board approved the motion to enter into executive session for the above-stated purposes.

The Board reconvened from executive session at approximately 8:35 p.m. and affirmed that no actions had been taken during executive session.

Acceptance of Minutes and Reports The Board reviewed the minutes of the March 8, 2022, regular meeting. Upon motion, seconded and unanimously carried, the Board approved the minutes. Upon review and motion, seconded and unanimously carried, the Board approved the Directors, Past-Due and Financial Reports for March 2022.

Adjournment There being no further business to come before the Board and motion duly made, seconded, and unanimously carried, the meeting was adjourned.

Secretary