

RECORD OF PROCEEDINGS

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

HELD: Tuesday, December 8, 2020 at 7:00 P.M. at the
TBK Bank Conference Room and via Zoom videoconferencing platform.

- 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:
- Ken Hanks
Thomas McChesney
Teresa Roy
Sheila Cooper
Eric Hart
- Also present: Doug Schwenke, District Engineer; Jeff Garrison, System Operator; Garrett House, System Operator; Colin Mielke, District Attorney; and Tracy Griffin, District Manager
- Call to Order Board President Ken Hanks 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 Director Hanks entertained changes to the Agenda and moved that discussion regarding property for sale near the District be added to New Business. Colin Mielke asked that Discussion regarding Employees be added in Executive Session. Motion was made, seconded and, with yeas by all, the Amended Agenda was approved.
- Patrons to Address
The Board None.
- Public Hearing re 2021
Budget Ms. Griffin presented the Board with the proposed 2021 budget. Director Hanks opened the public hearing on the 2021 budget. There being no

comment from the public, Director Hanks closed the public hearing on the 2021 budget.

The Board reviewed and discussed the proposed 2021 budget and an accompanying resolution, including the proposed certification of a general fund mill levy of 4.000 mills. After discussion by the Board, and upon motion made, seconded and unanimously carried, the Board approved the proposed 2021 budget and the accompanying resolution, certified the mill levies, and appropriated the funds as set forth in the budget.

Operators Report

Jeff Garrison reported to the Board that all necessary tests were performed and all results were in compliance with regulations.

Garrett House reported to the Board that two saddle breaks had occurred since the last board meeting. The first one cost \$3,100 to repair and the second one was discovered sooner and is expected to cost less.

Mr. House further stated the 10 hp booster motor at the KOA has been replaced and the 7.5 hp booster motor has been ordered.

Mr. House then stated Hydro Resources is working on the programing for the telemetry project. After discussion Mr. House was directed to follow up with Hydro Resources in order to expedite getting the project finished.

Mr. House informed the Board that his certification testing was rescheduled to 12-16-2020.

Administrators Report

Ms. Griffin stated the District was running smoothly.

Engineers Report

Doug Schwenke, District Engineer, spoke regarding the Auto Center Expansion. He informed the Board things were moving along and that a Pre-Con meeting will likely happen sometime in January, Mr. House will need to be present. He further stated Mr. House and Mr. Garrison will need to help locate the construction area. Director Hanks has signed the Intent to Award. Motion to Approve Contract with Diaz Construction and Ratify Notice to Award was made, seconded and with yeas by all passed. Ms. Griffin was instructed to get the appropriate signatures on the Contract and to forward the originals to JDS Hydro.

Legal Report

Mr. Mielke presented the Board with a Status Report. He stated there was no update on the Prairie Learning Center Expansion Plan, EACMD Research regarding Capacity in WWTP or the North Kiowa-Bijou Groundwater Management District's proposed changes to its rules and regulation, and that they would continue to be monitored.

Regarding the Napa Auto Parts Service Line/Rookies Easement, Mr. Mielke informed the Board the Easement had been negotiated and recorded and inquired about the Boards' intention to further memorialize the easement

negotiations. After discussion, the Board requested Mr. Mielke present a final form of letter for the Board to consider at its next meeting.

Letter to Division of Water Resources regarding Aspen well was discussed next. The District received a letter from the Division of Water Resources, which was distributed to the Board, regarding the Well Permit to Redrill the Aspen Well. Mr. Mielke presented the Board with a draft response letter which informs the Division the Aspen Well was not redrilled but rather relined. Motion to Allow Colin to Respond to the Division as presented was made, seconded and with yeas by all passed.

New Business

None.

Old Business

Discussion regarding Auto Center expansion Ratification of Notice of Intent to Award was discussed earlier in the meeting.

Acceptance of
Minutes and Reports

The Board reviewed the minutes of the October 13, 2020 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 November and December 2020.

Executive Session:

Director Hanks moved that pursuant to section 24-6-402(4)(b) and (f), 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 purpose of receiving legal advice and discussing personnel matters. The motion was seconded and unanimously carried, and the Board entered into executive session at approximately 8:15 PM. The Board reconvened from executive session at approximately 8:30 PM and affirmed that no actions had been taken during executive session.

Adjournment

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

Secretary