

## RECORD OF PROCEEDINGS

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

HELD: Tuesday, June 14, 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  
Teresa Roy  
Eric Hart  
Bob Yaich

The absence of Director Thomas McChesney was excused.

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. Ms. Griffin asked that Debbie Vargas be added to Patrons to the Address the Board. Motion was made, seconded and with yeas by all the amended agenda was approved.

Patrons to Address Debbie Vargas, owner of the building located at 56841 East Colfax Avenue spoke to the Board regarding her plans to repurpose the existing building, with some additional square footage added, as a Mexican fast-food restaurant with some dine in seating. At this stage, she is preparing to submit documents to Adams County and is requesting a will-serve letter from the Board. After discussion, Motion to provide Ms. Vargas with the requested will serve letter was made, seconded, and unanimously carried. Mr. Mielke was directed to draft the letter.

Operators Report Paul Grant, II, 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 he had hired an employee and was training him to take care of our system. They will be flushing fire hydrants and facilitating cleaning of one-third of the sanitary sewer system this summer.

Regarding the Office Well Chlorine Contact Line project, a site-meeting with Troy Guernsey is scheduled for this Thursday. Doug Schwenke, District Engineer, will not be able to attend the meeting but will be available by phone.

Administrators Report Ms. Griffin presented the board with a written report. She stated there was no update regarding the Sale of Property at Monroe and Railroad or the Meter Replacement/Upgrade project.

Regarding the Music Studio's separate connection, Ms. Griffin informed the Board all system development fees had been paid the new water meter and service lines had been installed pursuant to the District's Rules and Regulations. Mr. Grant informed the Board the new sewer connection had also been completed and passed inspection. With that knowledge, Mr. Mielke stated he would draft a release of notice of non-compliance to be duly filed.

Regarding Security, Ms. Griffin informed the Board she was pleased with Strasburg Electric and though the lighting was a good first step to securing our properties. She asked if the Board would approve of getting an estimate from Strasburg Electric for lighting at the KOA yard. After discussion, Ms. Griffin was instructed to provide the Board with an estimate at the next Board Meeting.

Engineers Report None.

Legal Report	Colin Mielke, District Attorney, presented the Board with a Status Report. He stated there was no update regarding the Easements for the School District Project, 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 Letter to Yost regarding Violation of Rules and Regulations, as noted above, Mr. Mielke will draft the necessary documents to record releasing the Notice of Non-Compliance against the property.
New Business	None
Old Business	None.
Executive Session	None.
Acceptance of Minutes and Reports	The Board reviewed the minutes of the May 10, 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 May 2022.
Adjournment	There being no further business to come before the Board and motion duly made, seconded, and unanimously carried, the meeting was adjourned.

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Secretary