

## **RECORD OF PROCEEDINGS (AMENDED)**

---

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

HELD: Tuesday, September 8, 2020 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:

Kenneth Hanks  
Thomas McChesney  
Teresa Roy  
Eric Hart  
Sheila Cooper

Also present: Jeff Garrison, System Operator; Garrett House, System Operator; Colin Mielke, District Attorney; and Tracy Griffin, District Manager

#### Call to Order

Board President Kenneth 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, seeing none, Motion was made, seconded and, with yeas by all, the Agenda was approved.

Patrons to Address  
The Board

None

Operators Report

Jeff Garrison reported the systems are running fairly smoothly. He stated there was a minor technical glitch at the Aspen well that Hydro Resources fixed today. He further stated that the issue of sand at the KOA well had seemed to work its way through; now the same issue is happening at the Office well. He suggested having both the KOA and Office wells inspected when the irrigation season is over.

Mr. Garrison stated that all necessary tests were performed and results were in compliance with regulations. He further stated Nitrate sampling was next on the schedule.

Engineers Report

None

Administrators Report

Ms. Griffin informed the Board she was in the process of surveying the meter pits in town, together with other research, regarding possible District wide meter replacement.

Ms. Griffin informed the Board of three seriously delinquent patron accounts. After discussion, Ms. Griffin was instructed to attempt to collect on the accounts and, if necessary, make payment arrangements with those patrons if affected by COVID-19.

Ms. Griffin further stated the District is operating smoothly.

Legal Report

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

The Board then discussed the Napa Auto Parts Service Line and the Rookies Easement. Director Hanks stated he, Director McChesney and Ms. Griffin met with Kevin Smith and Barbara Valle regarding an Easement Agreement. He stated Mr. Smith had reminded him of the discussion held during the February 11, 2020 Board Meeting wherein SSWD's portion of the System Development Fees for the KATZ building connection was proffered in exchange for the Easement. Mr. Smith and Ms. Valle stated they are willing to accept that offer. After further discussion, Motion was made and seconded to approve the Acceptance of the easement agreement with Rookies. It was

recommended that the District enter into a further agreement with Rookies to identify the consideration that will be given by the District to Rookies in exchange for the easement agreement.

New Business

None

Old Business

None

Acceptance of  
Minutes and Reports

The Board reviewed the minutes of the August 11, 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.

Executive Session:

None.

Adjournment

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

---

Secretary