

RECORD OF PROCEEDINGS

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

HELD: Tuesday, December 20, 2022, at 7:00 P.M. at the
TBK Bank Conference Room.

Attendance

A special 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:

Eric Hart
Thomas McChesney
Teresa Roy (by telephone)
Bob Yaich

Director Sheila Cooper's absence was excused.

Also present: Doug Schwenke, District Engineer; Paul Grant II, Headways Consultant, LLC; Joel Nordloh, System Operator; Colin Mielke, District Attorney and Tracy Griffin, Administrator.

Call to Order

Board Vice-President Thomas McChesney noted that a quorum of the Board was present. 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 McChesney entertained changes to the agenda. There being no changes proposed, motion was made, seconded and unanimously carried to approve the agenda as presented.

Patrons to Address Director McChesney opened the meeting for public comment. There being no members of the public present, the public comment period was closed.

Public Hearing re FAMLI Participation Director McChesney opened the public hearing on the District's participation in FAMLI. Both employees of the District stated independently that they would like to opt-out of the program. There being no further comment from the public, Director McChesney closed the public hearing.

The Board reviewed and discussed the FAMLI program and an accompanying resolution. After discussion by the Board, and upon motion made, seconded and unanimously carried, the Board opted-out of the FAMLI Program and the accompanying resolution.

Operators Report System Operator, Paul Grant of Headways Consultant LLC, informed the Board all tests had been performed and the results were within guidelines. He asked how the Board wanted to handle repairing the floor at the Office Wellhouse. After discussion, Mr. Grant was instructed to have Mr. Guernsey fill the hole with pea gravel. He also informed the Board he had to purchase a new chlorine transfer pump.

Administrators Report Ms. Griffin provided the Board with a written report. Discussion was held earlier regarding the Office Well Contact Line and the Chavez Property.

Regarding the Roberts Wells Improvements, Director Hart stated he had not yet prepared construction specs for the project, and would do so when the weather permitted.

Regarding Security, Ms. Griffin informed the Board that she had spoken with Mr. Hill of Strasburg Electric and that he hoped to have the work done by the end of the year.

Regarding Meter Replacement/Update, Ms. Griffin stated she had been informed by Core & Main the bulk of the meters would be delivered to the District prior to the end of the year and the remaining meters were expected late January 2023.

Engineers Report

District Engineer Doug Schwenke informed the Board that he met with Mr. Grant and Troy Guernsey of Guernsey Grading and Excavation today for a final walk-through of the Office Well Chlorine Contact Line Project. He stated the project is complete and the necessary compliance forms will be filed tomorrow.

Mr. Schwenke spoke regarding the School District Upgrades project, stating he had yet to receive as-built documents from the school. Mr. Schwenke was directed to work with the School to get this information.

Regarding the Chavez Property at Monroe and Railroad, Mr. Schwenke stated he had not had any recent contact regarding this project. Ms. Griffin stated she had yet to receive the engineering/legal deposit from Chavez. The Board directed Mr. Mielke to research if a Notice of Non-Compliance was recorded against the property.

Mr. Schwenke informed the Board he had taken photographs of the water tower footers and had forwarded them to Chuck Garber at Maguire Iron for review. Mr. Schwenke stated there was surface spalling on two of the footers and that Mr. Garber was willing to inspect the footers in person. He stated this spalling should be repaired this summer. The Board directed Mr. Schwenke to contact Mr. Garber to arrange a thorough inspection of the water tower footers.

Mr. Schwenke was asked about grant opportunities for the District. He spoke about ARPO, SRF and DOLA funds. The Board asked that "Discussion of Projects to Pursue" be added to next month's Agenda. Mr. Schwenke stated he would prefer a deep well, in the Arapahoe Basin, at the Roberts Wells Property over main line replacement.

Legal Report

Colin Mielke, District Attorney, presented the Board with its Election Resolution. Discussion was had and a motion to accept the Board Election Resolution was made, seconded and unanimously passed.

Colin Mielke, District Attorney, presented the Board with a Status Report. He noted that the Chlorine Contact Line Project as well as the Roberts Wells Road Construction Project had been addressed earlier in the meeting and that there was no update regarding EACMD Research regarding capacity in WWTP. He further stated the Employment Matters would be removed from the States Report until next October.

New Business	There was no new business raised by the Board at this time.
Old Business	There was no old business addressed by the Board at this time.
Minutes and Reports	The Board reviewed the minutes of the November 8, 2022, regular meeting. Upon motion made, seconded and unanimously carried, the Board approved the minutes as presented. After review and discussion, and upon motion made, 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 at approximately p.m.

Secretary