

Niwot SANITATION DISTRICT

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE NIWOT SANITATION DISTRICT

1. **DATE OF MEETING.** March 10, 2023

2. **DIRECTORS PRESENT.**

The following Directors were present:

Jim Jones (by phone)
Randy Lutz (by phone)
Jennifer Uhland
Dick Piland
Jan Swanson

3. **DIRECTORS ABSENT.**

All directors present.

4. **STAFF & CONSULTANTS PRESENT.**

The following were present:

Dave Lewis
Michele Funk
Adrian Gibson

5. **MINUTES APPROVED.**

President Pro Tem Jennifer Uhland, called the meeting to order. The minutes of the regular meeting on February 10, 2023 were approved as presented.

6. **ACTION ITEMS:**

- a. **Monthly Plant Update** – Adrian Gibson provided the following updates:
 1. The replacement heater for the headworks was on backorder. It has been restocked and will be shipped by Grainger.
 2. FOG Inspections are currently in progress.

- b. **Update on Current Projects from Dave Lewis.**
 1. **Collection system improvement project with Ditesco and RH Borden** – Condition Assessment was discussed with Ditesco on 2/17/2023. Agreement with RH Borden is completed. All projects going forward will be with

Ditesco. Current projects include: 1. GIS updates, 2. Estimates for lining of VCP pipe, 3. Estimates for point repairs, failed liner ends replacement, and additional CIPP (cast in place piping) needs.

2. **Plant Improvement Project with JVA – Pre-qualification** meeting was 2/28/2023. Project Needs Assessment (PNA) in progress. Oxidation Ditch RFP provided to vendors 2/17/2023.
 3. **RRA with Trinity Consultants** – Information was provided to the District’s attorney, regarding options for terminating the contract with Trinity Consultants due to lack of delivery of requested RRA. The board approved a motion made by Jim Jones, second by Dick Piland, passed unanimously, to request a termination of services with Trinity Consultants letter from the attorney.
 4. **Tile repair infield by Quiet Retreat** – JVA determined a pipe through the field is best approach. This will be completed when the equipment is on-site to work on the construction of the new plant.
 5. **Pond 3 dredging and dewatering** – BioVelocity is scheduled to start dredging and dewatering sludge in Pond 3 in late March (weather dependent).
 6. **2023 Collection System Cleaning and CCTV** – RFQ being developed to request bids for cleaning and CCTV of approximately 74,000 LF of lines in the collection system.
- c. **Resolution 2023-2 FAML I Opt-Out** – A motion made by Jan Swanson, second by Dick Piland to pass the resolution to opt-out of the FAML I program as a district passed unanimously.
 - d. **Niwot Hills, Filing No. 3 Service Agreement** – A motion made by Randy Lutz, second by Jim Jones to approve the service agreement with Niwot Hills for Filing No. 3 passed unanimously.
 - e. **Rate Increase Plan Discussion** – Based on information received from CDPHE during the Pre-Qualification meeting, rates will need to be increased for all customers. The board determined a special meeting will be held for this discussion.

7. ADMINISTRATIVE REPORT.

- a. Michele Funk discussed miscellaneous administrative matters.

8. CURRENT MONTHS PAYABLES. A motion made by Jan Swanson, second by Dick Piland, to pay the bills passed unanimously.

9. ADJOURNMENT. The meeting adjourned at 8:59 a.m.

Dave Lewis, District Manager