

Niwot SANITATION DISTRICT

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

1. **DATE OF MEETING.** August 21, 2023

2. **DIRECTORS PRESENT.**

The following Directors were present:

Jim Jones
Jennifer Uhland
Dick Piland
Randy Lutz
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 Jim Jones called the meeting to order. The minutes of the regular meeting on July 14, 2023, were approved as presented.

6. **ACTION ITEMS:**

- a. **Monthly Plant Update** – Adrian Gibson provided the following updates:
 1. Blower #3 repairs were completed which included replacing the bearings.
 2. Annual clarifier maintenance has been completed.
 3. An influent flow chart was added to the monthly plant update report.

- b. **Well Fargo Investment Update** – Randy Lutz provided a review of the short-term investment spreadsheet. At the board’s request, he will include an explanation of the long-term investments going forward.

- c. **Current Plant Operations and Projects Update – Dave Lewis**
 - 1. **Collection system improvement project with Ditesco** – A motion by Randy Lutz, second by Jan Swanson, to award the Collection System Improvement Project to C&L Water Solutions, passed unanimously.
 - 2. **FOG Policy Enforcement** – 3rd Quarter 2023 inspections in progress.
 - 3. **RRA with Trinity Consultants** – Still no response received.
 - 4. **Tile repair infield by Quiet Retreat** – Rice Lake West will provide a recommendation to resolve the issues in the field with drainage.
 - 5. **Biosolids PFAS Sampling** – PFAS Results have been reported. 6 of approximately 50 compounds were found to be at detectable levels.
 - 6. **2023 Collection System Cleaning and CCTV** – Direct Discharge Consulting is preparing a map and total linear footage to be cleaned in 2023. This will be presented at the September Board meeting with costs to complete.
 - 7. **6836 Audubon Ave. Protruding Tap (Cause of SSO)** – The owner of Triple S Sanitary Sewer, the company responsible for the sewer work at 6836 Audubon Ave, has agreed to pay the invoice on behalf of the homeowners with monthly installments of \$2K. The invoice has been sent to Triple S but no payments have been received to date. Dave will contact Triple S for status.
 - 8. **Farm Lease** – Based on a review of farmland leases in Boulder County, the standard per acre is \$60/year. Other options for the land are being considered.
 - 9. **FOG Policy Penalty** – Penalty options will be included with rules and regulations review.
 - 10. **Rules and Regulations Update** – Review of the rules and regulations is still in process. Many items require updating due to numerous changes throughout the District in recent years.

- d. **WWTP Upgrade Update – Dave Lewis**
 - 1. **JVA / Rice Lake West Update** – Site Location Application submitted to CDPHE on July 24, 2023. 30% Design details being completed. Dave to request a projected payment schedule from Rice Lake West to assist with managing funds and investments.
 - 2. **State Revolving Fund (SRF) Update** – State Revolving Fund Loan Application to be submitted January 15, 2024, following completion of 60% design. The amount of reserve to have on hand per loan is equal to 3 months of operating revenue.
 - 3. **District Sewer Rate Increase** – A motion by Dick Piland, second by Jan Swanson, to increase rates by \$35 per month to cover SRF program requirements and fund the Plant Investment Fee, passed unanimously. The increase information will be presented to the residents of Niwot during the public meeting scheduled for October.

- e. **Commercial Water Audit Results** – Letters will be sent to commercial customers who have exceeded water usage vs. taps purchased.

7. ADMINISTRATIVE REPORT.

- a. Michele Funk discussed miscellaneous administrative matters including:
 - 1. **Difficulties with Jules Van Thuyne and his workers** – Due to continuing issues, an offer will be extended to Sombrero Ranches to lease the land and farm it going forward.
 - 2. **Grandfathered Tap Purchase** – The owner of 7331 Meadowdale Drive plans to exercise his option to purchase a tap under the grandfathered tap option resolution.

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

9. COLLECTION LETTERS. A motion made by Randy Lutz, second by Dick Piland, to send collection letters to customers who are six months past due passed unanimously.

10. ADJOURNMENT. The meeting was adjourned at 10:00 a.m.

Dave Lewis, District Manager