

Niwot SANITATION DISTRICT

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

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

2. **DIRECTORS PRESENT.**

The following Directors were present:

Jim Jones
Randy Lutz
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
Karen Behne

5. **MINUTES APPROVED.**

President Jim Jones, called the meeting to order. The minutes of the regular meeting on January 13, 2023 were approved as presented.

6. **ACTION ITEMS:**

- a. **Monthly Plant Update** – Adrian Gibson provided the following updates:
 1. Adjustments made to controls on blower 1 solved issue.
 2. The tile in the east field needs to be addressed, tractors are getting stuck.
 3. FOG Inspections are currently in progress.

- b. **Wells Fargo Investment Overview** – Director Lutz provided an explanation of how investments are set up for the District.

- c. **Update on Current Projects from Dave Lewis.**
 - 1. **Collection system improvement project with Ditesco and RH Borden** – A Collection System Condition Assessment DRAFT is currently being reviewed along with an updated map. The results will be presented to the board for review and discussion at the next board meeting.
 - 2. **Plant Improvement Project with JVA** – Pre-qualification meeting will be 2/28/2023. Project Needs Assessment (PNA) in progress.
 - 3. **FOG Policy Enforcement** – FOG Inspections are currently in progress.
 - 4. **RRA with Trinity Consultants** – Representative AJ Hansbourough responded to phone calls but didn't provide additional information on status. Dave will contact District's attorney regarding next steps due to lack of delivery of RRA by Trinity Consultants.
 - 5. **Tile repair in field by Quiet Retreat** – JVA will work with Dave and Karen to determine best approach to repair damages.
 - 6. **Pond 3 dredging and dewatering** – BioVelocity is scheduled to start dredging and dewatering sludge in Pond 3 in late March (weather dependent).

7. ADMINISTRATIVE REPORT.

- a. Michele Funk discussed miscellaneous administrative matters.

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

9. COLLECTIONS LIST. A motion by Randy Lutz, second by Jennifer Uhland, to send collection letters to customers currently behind on payments passed unanimously.

10. BUDGET REVIEW. Karen Behne provided an explanation of how budget amounts were determined.

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

Dave Lewis, District Manager