

Niwot SANITATION DISTRICT

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

1. **DATE OF MEETING.** September 8, 2023

2. **DIRECTORS PRESENT.**

The following Directors were present:

Jim Jones
Jennifer Uhland
Dick Piland (by phone)
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 August 21, 2023, were approved as presented.

6. **ACTION ITEMS:**

- a. **Monthly Plant Update** – Adrian Gibson provided the following updates:
 1. The effluent flow average is higher for the month due to a sensor issue that has been corrected.
 2. All outstanding repairs and routine tasks have been completed.

- b. **Well Fargo Investment Update** – Randy Lutz provided a review of the short-term investment spreadsheet and an explanation of the long-term investments documents provided.

- c. **Current Plant Operations and Projects Update – Dave Lewis**
 - 1. **Collection system improvement project with Ditesco** –C&L Water Solutions was issued the Notice of Award and a pre-construction meeting was scheduled for September.
 - 2. **FOG Policy Enforcement** – Cimmini’s is still failing, staff working with owner to resolve.
 - 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 prepared a map and total linear footage to be cleaned in 2023 based on files noted as “Clean Annually”. Total footage scheduled for cleaning and CCTV is approximately 26,000 LF. This will be completed with a not to exceed cost of \$50,000.
 - 7. **6836 Audubon Ave. Protruding Tap (Cause of SSO)** – The owner of Triple S Sanitary Sewer has not submitted a payment. 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, including compost.
 - 9. **FOG Policy Penalty** – Penalty options will be included with rules and regulations review.
 - 10. **Gas Station Inclusion** – A request has been received to include a QuikTrip that is being built at Mineral (Highway 52) and the Diagonal (Highway 119). The information is being reviewed.

- d. **WWTP Upgrade Update – Dave Lewis**
 - 1. **JVA / Rice Lake West Update** – 30% Design draft drawings have been provided by JVA. These drawings are being reviewed by the team. 30% walk on Sept 19th with DDC and JVA team. 30% design meeting scheduled for September 29th to finalize drawings.
 - 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 / SRF Required Public Meeting** – Discussed Required SRF Public Meeting to include Rate Increase presentation. Proposed date of Public Meeting October 18, 2023, from 5-6pm in Niwot.

Possible locations include Niwot Elementary School or Rocky Mountain Christian Church. A review of the required public notice is in progress. A draft of the presentation will be provided, and a dry run of the meeting will be planned.

- e. **Commercial Water Audit Results** – Four commercial customers are required to purchase additional taps based on water usage:
 - 1. RLET Properties Niwot – 136 2nd Ave
 - 2. Shepherd Valley School – 6500 W. Dry Creek Pkwy.
 - 3. Boulder Organic Foods – 6363 Horizon Ln
 - 4. Left Hand Animal Hospital – 304 Franklin St

- f. **Proposed 2024 Budget** – The draft of the proposed 2024 budget was presented.

7. ADMINISTRATIVE REPORT.

- a. Michele Funk discussed miscellaneous administrative matters.

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

9. ADJOURNMENT. The meeting was adjourned at 9:30 a.m.

Dave Lewis, District Manager