

Leadville Sanitation Meeting Minutes for February 8, 2023

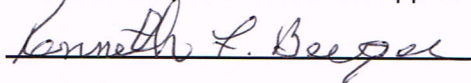
The monthly Leadville Sanitation District (LSD) board meeting was held at the District's office located at 911 S. Highway 24, Leadville at 5:00 pm on 2/8/2023. Board members present: Chair Ken Berger, Directors Robert Vigil, Joe Hren, Dan Osborn and Jane Gowing; Staff present: John Volk, Operator Responsible Charge (ORC); Zach Jeppson, Chief Plant Operator; Angelina Salazar, Office Manager; Chelse Fagan (in person), Cooper Best (via Zoom) JVA Consulting; and Sanitation District Attorney, Joe Fattor.

- A. At 5:00 pm Chair Berger called the meeting to order and proceeded to ask for Public Comment. No comments were presented as no public were in attendance.
- B. Next on the agenda was Resolution No. 3 Series 2023 – Appointing a Designated Official and Authorizing Designated Election Official to Cancel Election. Director Osborn moved to nominate Office Manager Salazar, seconded by Director Vigil, all voted in favor. Self-Nominating Election Forms may be handed out starting tomorrow (2/9/2023), after publication in the legal notices of the Herald Democrat.
- C. John Lichtenegger/Railyards was the next item on the agenda. This item was tabled as Mr. Lichtenegger, developer of the Railyards subdivision, was not in attendance.
- D. JVA's monthly report/update included the following items:
 - a. Letter Agreement for Collection System Replacement Design and Contracts. Director Osborn moved to accept JVA's collection system replacement improvement design letter agreement (11195.e), seconded by Director Vigil, all voted in favor.
 - b. Leadville7 Development. Cooper Best reached out to developer's consultant Tetra Tech with questions about where the development wanted to tap into the District's sewer mains, as well asking Tetra Tech for a construction project schedule. Cooper also explained to the board about the need for all developments and even individual residences to provide JVA with project information as needed by JVA in order for JVA to evaluate each project's impact on the District's wastewater collection system and wastewater treatment plant.
- E. Meeting Minutes January 4, 2023 were the next agenda item. With no edits, Director Vigil moved to approve, seconded by Director Hren, all voted in favor.
- F. The next agenda item was Check List Approvals for December, 2022 and January, 2023. With no corrections, Director Vigil moved to approve both Check Lists, seconded by Director Hren, all voted in favor.
- G. Office Manager Salazar submitted the final 2023 Leadville Sanitation District Budget to DOLA and received a letter of approval from DOLA on February 7, 2023.
- H. 2022 Audit by Watson/Coon/Ryan Certified Public Accountants was the next agenda item. Chair Berger signed the engagement letter for Watson/Coon/Ryan to conduct the District's 2022 audit. The company has the District's audit is on their scheduled for March 2023.

- I. Attorney Joe Fattor's agenda items included the following:
- a. Eric Scott/Mountain Laundry. This matter was tabled until the Special Meeting and Executive Session of 2/22/2023 to receive legal advice on this matter.
 - b. Narduzzi/Edmonds Terrace. Mr. Narduzzi has a 2/15/2023 deadline to provide specific information to the District. This item will be discussed at the 2/22/2023 Special Meeting and Executive Session so the board can discuss and receive legal advice.
 - c. The \$300,000 DOLA loan/grant paperwork review process was explained by Attorney Fattor and Cooper Best. Given Attorney Ulmer's current experience with the DOLA paperwork review process, Director Osborn moved to have Attorney Ulmer act as the District's General Counsel for the DOLA paperwork and Attorney Fattor to act as Special Counsel, seconded by Director Gowing, all voted in favor.
- K. Daily/Plant Report was the next agenda item. Chief Operator, Jeppson, said Operations staff has been busy with flushing frozen lines and trying to keep the belt press operational. Jeppson has drafted job descriptions and started to advertise for operators. Plant maintenance continues as necessary to keep the plant running. Chair Berger instructed Operator Jeppson to solicit bids for construction of a concrete pad in order to set the new generator once the ground thaws.
- L. Office report was next on the agenda.
- a. Payroll Questions/Schedule. The board discussed changes with the payroll schedule. Office Manager Salazar will provide the board with the cost associated if the board provided a "bonus" to change the payroll schedule. Going forward, all new employees will only be paid for hours worked, no paying in advance. The board will discuss the options at a future meeting.

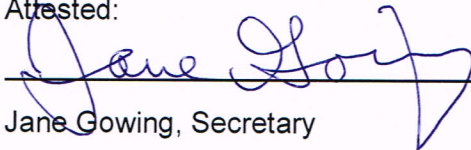
At 6:31 pm Director Vigil moved to adjourn, Director Hren seconded, all were in favor.

Said minutes were read and approved:



Kenneth Berger

Attested:



Jane Gowing, Secretary