

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
SHERIDAN SANITATION DISTRICT NO. 2
October 13, 2021**

The regular monthly meeting of the Board of Directors of Sheridan Sanitation District No. 2 was held on October 13, 2021, in the Sheridan Recreation Center, at 3325 West Oxford Avenue, Sheridan, Colorado 80110.

The meeting was called to order at 6:00 P.M. by Chairman Dallas Hall. There were present: Kevin Johnson, Gertrude Maez, Steve Douglas, and Dallas Hall. It is noted with great sadness that Ron Trujillo passed away today, October 13, 2021. Also present at the meeting were Dryden Broyles of Water Resources Engineering Co., Manager of the District, Jim Swanson of JRS Engineering LLC, Engineer for the District, Russell J. Sindt, attorney for the District, and Janece Soendker and Cecilia Wang, of Clifton Larson Allen, accountants for the District.

The minutes of the September 8, 2021, regular meeting of the Board of Directors were read and **upon motion and second, approved.**

Under the item Manager's Report, by Dryden Broyles:

- a. Dryden noted that Locate requests (including UNCC), locates, and closing information was provided as requested.
- b. Dryden noted that he had 152 UNCC locates in the past month.
- c. Dryden noted that there was a one and one-half inch tap at 3535 Riverpoint Parkway, and the District received a tap fee of \$100,100.00

Under the item Engineer's Report, by Jim Swanson:

- a. Jim noted that C&L had provided a replacement pipe with a new fiberglass lining for the manhole at South Elliott, South of Oxford.

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- b. Jim submitted a memo to the Board regarding the 2022 Sanitary Sewer Annual Cleaning, CCTV & Maintenance Program Proposal Request for DRC Construction. Jim noted that DRC had submitted the Proposal in the total amount of \$34,399.40, which he reviewed and noted that this Proposal includes DRC providing pollution insurance. The total contract value was increased from \$31,590.00 to \$34,399.40. This increase is due to a 2% pricing increase, an increase in the length of the sewer lines included in the Proposal for cleaning and CCTV, and an additional \$2,000.00 for linear footage of sewer line cleaning. Based on Jim's review it is his recommendation that the District award the 2022 Sanitary Sewer Annual Cleaning Contract to DRC. Jim will proceed with draft preparation of an Agreement between the District and DRC which will include certificates of insurance and will coordinate this with Russ.

Upon motion by Steve Douglas and second, the Board unanimously approved the Report by Jim regarding the DRC Proposal for the 2022 Sanitary Sewer Annual Cleaning subject to DRC accepting the Agreement after review by Russ.

Under the item Attorney's Report, by Russ Sindt:

- a. Russ noted that he is working with Jim Swanson regarding the 2022 Sanitary Sewer Annual Cleaning contract which, if approved by DRC, would be presented to the Board for approval.
- b. Russ noted the passing of Ron Trujillo who had been a Board Member for many years. Russ noted that a new Director needs to be appointed by the Board within 60 days from October 13, 2021. If the Board has not approved a new Board Member by the end of the 60-day deadline, the Board of County Commissioners could proceed to appoint a new Director. This will need to be reviewed at the November Board Meeting and new Director needs to be appointed on or before the December Board Meeting on December 8, 2021.

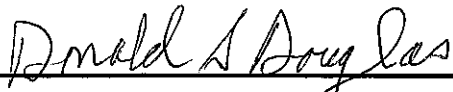
Under the item Financial Report, by Cecilia Wang and Janece Soendker:

- a. Cecilia and Janece presented the Board with the Financial Report for the period ending August 31, 2021, and noted, that the current assets of the General Fund were approximately \$18,958.00. The funds available of the Enterprise Fund were approximately \$1.25 million at the end of August 2021 with capital assets being approximately \$1.3 million. Total funds available for the District as of October 13, 2021, were approximately \$1.2 million. It was also noted that the balance of the COLOTRUST account was approximately \$1,131,192.00 with interest at .02 percent as of October 13, 2021.
- b. Janece noted that she had submitted to the Board an Annual Budget for the year ending December 31, 2022. Russ will submit a Notice for the 2022 Budget Hearing by the District to be set for public hearing at the November 13, 2021 Board Meeting.
- c. Cecilia noted that at the end of August 2021 98% of the District's property tax had been collected.
- d. Lastly, Janece submitted:
 - i. A report regarding the services provided to the District by Clifton Larson Allen, LLLP ("CLA"),
 - ii. An Agreement with the District regarding a statement of work between the District and CLA.
 - iii. A payroll services Statement of work by CLA.

After discussion by the Board, it was the consensus that Russ review the various Agreements and report back to the Board on these at the November Board Meeting.

Upon motion by Kevin Johnson and second, the Board unanimously approved the Financial Report for the period ending August 31, 2021, and approved payment of the bills as presented.

The meeting was adjourned at 6:40 P.M.


Donald S. Douglas, Assistant Secretary