*The following are minutes taken at a meeting of the Board of Directors of:*

# **Estes Park Sanitation District, Larimer County, Colorado**

Date: March 11, 2025

## Meeting Location: 1201 Graves Avenue Suite A

Directors Present: F. R. Houser Jennifer Waters

####  Anthony Ricciardi Ryan Leahy

Meeting called to order by: Anthony Ricciardi, Vice Chairman

### Secretary to the Board of Directors: Tony Drees, District Manager

Also Present: Thomas Gassmann (TJ), Plant Superintendent

 Davina Gladson, Collections Superintendent

 Rebecca Urquhart, League of Women Voters

Vice Chairman Ricciardi called the meeting to order at 1:30 p.m.

There were no comments from the general public.

There were no conflicts of interest noted by Directors.

**A Motion Was Made:** to approve February 11, 2025, minutes.

 Seconded - Motion carried.

Financial statements for the month of February reviewed.

**A Motion Was Made:** to approve Bills Due and Paid.

 Seconded - Motion carried.

Cash and cash investments reviewed.

Elkhorn Lodge made no system development fee payment. Interest of 1% per month continues accruing until District receives full payment. While reviewing outstanding tap invoices, Tony discovered Elkhorn’s permit, expired (more information to come) and Trailborn Rocky Mountains’ three permits for buildings N, O and cabins 1-8, void.

There was no new information available pertinent to Director questions of the E/one sewer system as Staff awaits return phone calls.

There was no new information available pertinent to additional administrative staff or employee health insurance agenda items.

Tony informed that the Notice of Cancellation of regular election published in the Trail Gazette March 7. Fredrick Rick Houser, Todd M Plummer and Jennifer B Waters were each elected by acclamation to a four-year term.

Tony met with Taylor Gordon of Streamline, a website development company. The deadline to have an ADA compliant website is quickly approaching so they discussed changes required for District compliance. A similar meeting scheduled with Joe Diaz of Gaze Productions, District’s current website designer. Directors would like to see changes made to the existing website.

TJ reviewed plant activities since last meeting. February flow was down 2.61% compared to last year. Staff purchased and installed UV bulbs (a capital project), performed maintenance on four blowers in the headworks building and drained the north clarifier again for maintenance before peak season. Lake lift station exterior lighting switched to meet dark sky compliance. Semi-annual WET test completed and passed. There is a meeting scheduled with District engineer, Lauren Benton, to kick off the BioWin project.

Davina reviewed lines’ activities since last meeting. There were no plugged mains. Staff discovered a major problem on Cleave St. A contractor using a roto-mill hit and filled three manholes with milled material and dirt then replaced the lid and rings and proceeded as if nothing happened. Lines’ staff oversaw debris removal by the contractor then jetted the main. There were seven five-gallon buckets of material removed. District invoiced contractor for staff and jet truck time. District requires the contractor replace all damaged manhole lids and rings. Staff was also busy TVing and jetting known lines with root issues. They also grouted manholes to prevent future infiltration problems. Maintenance is complete on all equipment in preparation for impending digging season. Noah is scheduled to take the Collection 1 test.

Tony reviewed office activities since last meeting. Staff was busy with election deadlines. Permits and website regulations consumed much of Tony’s time. Tony also met with Upper Thompson Sanitation District staff for an informal meeting discussing “all things sanitation.” Each District Manager found the meeting beneficial so they will continue quarterly for the remainder of the year.

Vice Chairman Ricciardi adjourned the board meeting.

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Vice Chairman: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Secretary to the Board Vice Chairman of the Board

 Tony Drees Anthony Ricciardi