

CHERRY HILLS SANITATION DISTRICT
THURSDAY, July 24, 2024, 7:30 a.m.
March and Olive Offices, 1312 S. College Ave, Fort Collins CO
Special Meeting
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PRESENT: Board members, Mr. Steve Vessey, Mr. Danial Larsen and Mr. Robert Brown, Staff: Mrs. Jeri Vessey, and Mr. Brad March. Absent: Mr. Sean Rogers and Mr. Randall Siddens. Guest attendee: Bill Wallen

The meeting was called to order by Mr. Vessey at 7:30 a.m.

APPROVAL OF AGENDA: On motion by Mr. Brown seconded by Mr. Larsen the meeting agenda for July 24, 2024, was unanimously approved.

APPROVAL OF MAY 9, 2024, MINUTES: On motion by Mr. Larsen seconded by Mr. Brown the May 9, 2024, minutes were approved unanimously.

FINANCIAL STATEMENTS FOR MAY & JUNE 2024: Steve Vessey
Office supplies were up due to the outgoing 3rd quarter billing. Maintenance and locates were up, and legal was high due to OCR requirements and possible changes to the district administration which include the passing of Chuck Vessey, district manager. Financials are otherwise in line.

APPOINTMENT OF WILLIAM WALLEN AS INTERIM MANAGER/ TERMINATION OF CD FASTENERS AS MANAGER CONTRACT

It was recognized that Chuck Vessey knew both field and office components of the District whereas Mr. Wallen has limited office experience and Mrs. Vessey acknowledged that she has limited field knowledge. A possible transfer to the City was discussed and dismissed at this time. Mr. Wallen would be willing to take over as the manager or interim manager and has worked for District for 19 years. Mrs. Vessey indicated a willingness to continue on with the District for another three years. The board is asking for job descriptions and contract(s) providing a proposed salary and what current payments are to both CD Fasteners and Mr. Wallen by the August 8, 2024, meeting

- 1) CD Fasteners' management contract is terminated.
- 2) Mr. Wallen is appointed as interim manager of the District.
- 3) CD Fasteners will continue to provide clerical services and office/storage at the same rate previously paid, payments shall be treated as contract labor and rent.
- 4) Mr. Wallen will receive the same salary/benefits currently being paid to him.
- 5) Numbers 1 through 4 above will be reconsidered at the board's next meeting and the board will proceed to evaluate management as time progresses.
- 6) Mr. Wallen and Mrs. Vessey will prepare job descriptions and provide requested information by the August meeting.

Motioned by Mr. Larsen, seconded by Mr. Brown, unanimously approved.

Steve Vessey, President, thanked both Mrs. Vessey and Mr. Wallen for their continued efforts and he plans to be trained on the quarterly billing process as a backup.

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DELIQUENT ACCOUNTS: Mrs. Vessey reported that there were seventeen accounts at \$500 or above and will be contacting those customers in August. For those she doesn't get results from, she'll forward to Mr. March for collections in September.

MAINTENANCE: Mr. Wallen

Hydro-cleaning is up as the District's seasonal employee, Ryan, is clearing manhole covers to clean out chip seal or landscaped over manholes and is checking the flow in our lines at the same time. So far, he has completed Adriel Hills, Terry Point, Terry Shores, and Chesapeake. (Ryan is only on the payroll until October.) Greg's time has been mostly dedicated to the continuing locates for fiber optics when not assisting with the hydro-cleaning. Mr. Wallen has been working on alarms at stations 1 and 6.

720 COTTONWOOD DRIVE/1112 FOREST HILLS: Mr. Wallen

The current owner had sent the District information of damages to the house as a result of a sewer backup and a subsequent water backup, both of which occurred over a year ago. The previous homeowner neglected to do proper clean-up in his basement and did not advise the new owners, which ended up in the hospital from mold poisoning. The new owners are suing the previous owner and required information from us. No further action is necessary.

The service line at 1112 Forest Hills Lane failed at their tap. When the contractor they hired replaced their tap, they also replaced part of the main and ended up replacing the tap at 1123 Forest Hills Lane to address issues with the main. The homeowner at 1123 was billed \$6000 from the contractor for this service and would like a refund. Mr. Wallen suggested that the main likely would have failed eventually with an estimated \$20,000 repair cost. Motion by Mr. Brown to reimburse 1123 Forest Hills Lane the \$6,000 in costs, seconded by Mr. Larsen, passed unanimously.

The Bridgeway/Shore road main has some damage and will require replacement. However, there is new construction being planned on the adjoining vacant lot and the main can be addressed at that time.

OCR CERTIFICATION STATUS: Mr. Wallen

Mr. Wallen has gone through the registration process will start taking the tests next month.

EXECUTIVE SESSION: Postponed until the August meeting.

No further business coming before the Board, the meeting was adjourned at 8:45 a.m. Next meeting will also be at the March and Olive offices August 8th, 2024, at 7:30 a.m.

Respectfully submitted,
Jeri K. Vessey, Recording Secretary