

**Board of Directors Regular Meeting - Minutes**  
**Stratmoor Hills Sanitation District**  
**August 21, 2024**

**RECORD OF PROCEEDINGS**

The Regular Meeting of the Board of Directors, held Wednesday, August 21, 2024, was called to order by President Robert Colgrove at 4:40 PM.

Present: President Robert Colgrove, Vice-President James Pesicka, Secretary/Treasurer John Willcox, Director Cindy Dent, and Director Richard Dull.

Absent: None

Staff: District Manager Kirk Medina

Public: None

**Approval of Minutes**

Motion was made by Director Pesicka to approve the minutes from the Regular Meeting of July 17, 2024, as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously 5-0.

**Approval of Agenda**

Motion was made by Director Pesicka to approve the agenda as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously 5-0.

**Public Comment**

None.

**Unfinished Business**

None

**New and Miscellaneous Business**

**S-1. 2023 Audit Follow Up**

The district manager reported the audit adjustments have been started by staff and are scheduled to be completed Friday August 23rd with the help of Jessie Seibert. He will report on this item again next month after all the adjustments have been made. He explained these adjustments are for the 2022 and 2023 budget years. He added that he is now generating management reports himself and he hopes to incorporate them into the monthly financial reports.

**S-2. Equipment Purchase – Action Item (Medina)**

The district manager reported that the 2024 Vactor Impact vacuum truck he ordered did not have all the features he thought it would. He requested to cancel the order for the 3Yd Vactor Impact truck and order a new 10Yd Vactor 2100i PD Combination Sewer Cleaning Unit from the same supplier, Joe Johnson Equipment. He explained that like the “Impact” purchase, the “2100i” purchase would be included in the 2025 budget with payment due upon delivery in 2025. Director Pesicka moved to cancel the initial order of the 3Yd Vactor Impact unit and authorize the order of a new 10Yd Vactor 2100i Combination Sewer Cleaning unit from Joe Johnson Equipment using a “Sourcewell” cooperative bidding contract. With half of the costs being paid for by the Water District, the amount committed by the Sanitation District shall be \$252,217.50. Second provided by Director Willcox. All Ayes – motion passed unanimously (5-0).

**Manager’s Report**

The District Manager reported that the sewer vacuum truck is broken again and Ferris Equipment is going to look at it. If it is a problem with the pony pump, it should be covered by warranty. Lift station maintenance is scheduled for all four of the lift stations and should be completed soon. The manager reported that the College View sewer liner repair turned into a big problem due to saturated embankments surrounding the sewer main.

**Financial Reports**

The District Manager handed out bank reconciliation statements and reported that sanitation assessments are on track for this time of year and revenues are exceeding expenditures. Director Pesicka moved to approve the June 2024 financial reports as presented. Second provided by Director Willcox. All Ayes – motion passed unanimously 5-0.

**Other Business**

None

**Adjournment**

With no further business to come before the Board of Directors, Director Pesicka made a motion to adjourn the meeting at 4:54 PM. Second provided by Director Willcox. All Ayes - motion passed unanimously 5-0.



John Willcox  
Secretary/Treasurer



Robert Colgrove  
President/ Chair