Business Ink. E1601845LD

Upper Blue Sanitation District
Board of Directors Meeting
Thursday December 13, 2018 @ 5:30 PM

I. ROLL CALL:

Mr. Allyn Mosher called the meeting of the Upper Blue Sanitation District Board of Directors to order at 5:30 PM. Mr. Rick Orwig, Mrs. Signe Stimson, Mr. Jason Hart, Mrs. Patricia Theobald and Mr. Allyn Mosher answered "present" at roll call.

Mr. Andrew Carlberg and Ms. Marjorie Covey attended as well.

II. MINUTES:

June 14, 2018 minutes: Mr. Hart made a motion to approve the June 14, 2018 Board of Directors meeting minutes. Mr. Orwig seconded the motion. The motion was passed unanimously by the Board.

November 8, 2018 minutes: Mrs. Stimson made a motion to approve the November 8, 2018 Board of Directors meeting minutes. Mrs. Theobald seconded the motion. The motion was passed unanimously by the Board.

III. PUBLIC HEARINGS:

2019 Budget Hearing
Mr. Carlberg stated that the 2019 Budget has been reviewed by the Board on four occasions. The Boards comments have been incorporated into the 2019 Budget. The 2019 Draft Budget notice has been published in the District's October Newsletter, four times in the newspaper and the entire 2019 Draft Budget and Master Plan is on the District's website. The District has not received any comments from the public.

The Board decided during previous budget discussions not to increase the District's service fees or Plant Investment Fees (PIF) in 2019. The service fee will remain at $26.00/sfe/month and the Plant Investment Fee will remain at $11,584.00 per sfe.

Mr. Carlberg explained the four Resolutions to be approved by the Board.

-Resolution 12, Series 2018, Establish the District as an Enterprise
Mrs. Theobald made a motion to approve Resolution 12, Series 2018 regarding Tabor for Amendment 1 purposes, acknowledging that the District meets the definition of an enterprise. Mrs. Stimson seconded the motion. The motion was passed unanimously by the Board.

-Resolution 13, Series 2018, Establishing Mill Levy for 2019
Mr. Hart made a motion to approve Resolution 13, Series 2018 regarding establishing the Mill Levy for the 2019 budget at zero. Mr. Orwig seconded the motion. The motion was passed unanimously by the Board.

-Resolution 14, Series 2018, Approval of 2019 Budget:
Mr. Orwig made a motion to approve Resolution 14, Series 2018 regarding approval of the Upper Blue Sanitation District 2019 budget for revenues in the amount of $9,374,796.08 and expenditures in the amount of $9,374,796.08. Mrs. Stimson seconded the motion. The motion was passed unanimously by the Board.

-Resolution 15 Series 2018, Appropriation of Funds:
Mr. Orwig made a motion to approve Resolution 15, Series 2018 regarding the approval of the Appropriation of Funds for the Upper Blue Sanitation District 2019 Budget. Mr. Hart seconded the motion. The motion was passed unanimously by the Board.

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IV. PUBLIC COMMENT: None

V. BILLS:

Mrs. Stimson made a motion to approve the bills as presented. Mr. Hart seconded the motion. The motion was passed unanimously by the Board.

VI. FINANCIAL REPORT:

The Financial Report was reviewed and accepted by the Board of Directors.

VII. MONTHLY REPORTS:

A. Plant and Collection:

The Plant and Collection reports were discussed by the Board of Directors during the work session.

B. Manager Report:

- The Iowa Hill Permit Renewal was discussed during the work session.
- District Employee housing was discussed during the work session.

VIII. OLD BUSINESS: None

IX. NEW BUSINESS:

C. Snowbridge Inc. Pay Request #5

Mr. Carlberg said that Snowbridge Inc. has submitted pay request #5 for the sanitary sewer cleaning and rehabilitation project in the amount of $138,548.83. Mr. Carlberg said that the project is going well, has been a success and the District has not received any complaints. Mr. Carlberg said that there was a change order in the amount of $22,000.00 to fix four leaking manholes and that the final payment request has been advertised in the newspaper. Mr. Carlberg recommended that the Board approve Snowbridge Inc. pay request #5.

Mrs. Theobald made a motion to approve Snowbridge Inc. pay request #5 in the amount of $138,548.83. Mrs. Stimson seconded the motion. The motion was passed unanimously by the Board.

D. Adoption of the District's Pay Policy and Cost of Living Increase

The adoption of the District's pay policy and cost of living increase was discussed during the work session.

Mr. Hart made a motion to raise the District's pay scale levels. Mr. Orwig seconded the motion. The motion was passed unanimously by the Board.

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Mrs. Theobald made a motion for District employees to receive a 4% cost of living increase effective January 1, 2019. Mrs. Stimson seconded the motion. The motion was passed unanimously by the Board.

Mr. Orwig made a motion for the District employees to receive a one week year end bonus for a job well done in 2018. Mr. Hart seconded the motion. The motion was passed unanimously by the Board.

X. CORRESPONDENCE:

Mr. Carlberg reminded the Board that the District Holiday Party will be held at the Dredge on December 14, 2018 and no District business will be discussed.

XI. ADJOURN:

Mrs. Theobald made a motion to adjourn the meeting at 5:58 PM. Mr. Hart seconded the motion. The motion was passed unanimously by the Board.

Mr. Allyn Mosher, President

Mr. Jason Hart, Vice-President

Memorandum

To: Andy Carlberg

From: Marjorie Covey

Date: December 7, 2018

Re: Financial Update

-The District's Financial Records are in good order.

-We have not received all of the November 2018 bills. Therefore, the November 2018 Financial Statements are a preliminary draft for your review.

-The November 2018 accounts payable check register is included with the financial Statements.

Upper Blue Sanitation District
Comparative Balance Sheet-UNAUDITED DRAFT
November 30, 2018

	2018	2017	Increase (Decrease)
Current Assets:			
Petty Cash	$200	$200	-
Checking-Wells Fargo Bank	15,139,962	20,358,747	(5,218,785)
Cash-Centennial Bank Money Market	-		-
Colotrust Plus	13,196,933	4,002,252	9,194,681
ColoTrust Prime	3,737,664	3,676,551	61,113
Toal Cash and Equivalents	32,074,759	28,037,750	4,037,009
Investments			
FK Construction Retainage Escrow	-	-	-
Cert. of Deposit & Treasuries	-	-	-
Total Investments	-	-	-
Other Current Assets			
Receivables-Utility + Spec. Assessments	16,377	14,617	1,760
Developer/Contractor Escrow	182,029	206,179	(24,150)
Interest Receivable & Market Adjustments	-	-	-
Notes Receivable	163,259	242,810	(79,551)
Prepaid Expenses	13,184	13,027	157
Loan Issuance Costs (Net)	-	-	-
Total Other Assets	374,849	476,633	(101,784)
Total Current Assets:	32,449,608	28,514,383	3,935,225
Property Plant and Equipment:			
Land	721,070	721,070	-
Easements	98,254	98,254	-
Sewer Lines	15,133,847	14,927,659	206,188
Treatment Plants	79,430,768	78,321,204	1,109,564
Office Equipment	228,938	217,805	11,133
Other Machines & Equipment	545,163	545,163	-
Autos & Trucks	1,246,967	1,210,318	36,649
IH Administration Building	153,903	153,903	-
Upper Blue System Costs	9,307,387	6,464,925	2,842,462
Telemetry	429,229	429,229	-
Employee Housing	1,038,191	1,038,191	-
Total Property Plant and Equipment :	108,333,717	104,127,721	4,205,996
Less Accumulated Depreciation	(39,011,020)	(36,451,328)	(2,559,692)
Net Property Plant and Equipment :	69,322,697	67,676,393	1,646,304
Total Assets:	101,772,305	96,190,776	5,581,529

Liabilities

	2018	2017	Increase (Decrease)
Current Liabilities:			
Accounts Payable	178,579	501,882	(323,303)
Construction/Developer Escrow	182,029	206,179	(24,150)
Earned Employee Benefits	127,071	124,709	2,362
Unearned User Fees	479,893	470,100	9,793
Interest Payable	11,373	12,167	(794)
Loan Payable (Current Portion)	97,130	95,216	1,914
Retainage Payable-Construction in Progress	-	-	-
Retainage Payable-Blue River	-	-	-
Employee Housing Deposit Payable	1,750	1,750	-
Total Current Liabilities:	1,077,825	1,412,003	(334,178)
Long Term Liabilities:			
Loan Payable	1,267,672	1,364,801	(97,129)
Total Long Term Liabilities:	1,267,672	1,364,801	(97,129)
Total Liabilities	2,345,497	2,776,804	(431,307)
Net Assets			
Invested in Capital Assets, Net of Related Debt	67,924,290	67,924,290	-
Unrestricted Net Assets	17,502,518	13,489,682	4,012,836
Unrestricted Net Assets - Nutrient Reserve	14,000,000	12,000,000	2,000,000
Total Contributed Capital	99,426,808	93,413,972	6,012,836
Total Liabilities and Equity	101,772,305	96,190,776	5,581,529

Upper Blue Sanitation District
Monthly Financial Statement-UNAUDITED DRAFT
November 30, 2018

	2018 November	2018 Year To Date	2018 Approved Budget	2018 Uncollected	2018 % Uncol/Col
Operating Revenue					
Sewer User Fees	481,171	5,262,667	5,750,000	487,333	8
Tap Inspection Fees	300	9,200	10,000	800	8
Miscellaneous Revenue	0	17,523	10,000	(7,523)	(75)
Camper Dump Fees	0	9,329	9,000	(329)	(4)
Late Fees	697	11,067	15,000	3,933	26
Line Extension Fees	0	157,294	50,000	(107,294)	(215)
Rental Income	3,800	39,850	35,000	(4,850)	(14)
Total Operating Revenue	485,968	5,506,930	5,879,000	372,070	6
Miscellaneous Revenue					
Interest on Loan Payments	60	9,370	18,000	8,630	48
Plant Investment Fees	183,722	4,062,393	2,750,000	(1,312,393)	(48)
Inclusion Fees	0	130,679	100,000	(30,679)	(31)
Interest on Investments	46,833	337,607	35,000	(302,607)	(865)
Transfer from Reserve	0	0	0	0	0
Total Miscellaneous Revenue	230,615	4,540,049	2,903,000	(1,645,679)	(57)
Total Revenue	716,583	10,046,979	8,782,000	(1,264,979)	(14)

Administration Expense	2018 November	2018 Year to Date	2018 Approved Budget	2018 Available	2018 % Available
Payroll & Employee Benefits					
Salaries	93,097	990,951	1,280,000	289,049	23
Overtime	4,211	39,050	45,000	5,950	13
FICA-Admn	5,047	57,403	82,150	24,747	30
Medicare-Admin	1,390	14,740	19,213	4,473	23
401K Contributions	6,528	70,410	99,375	28,965	29
Worker's Compensation Insurance	2,155	23,845	27,000	3,155	12
Health Insurance	27,273	245,311	260,000	14,689	6
Total	139,701	1,441,710	1,812,738	371,028	20
Office Supplies	0	2,690	5,000	2,310	46
Telephone	578	16,575	22,000	5,425	25
Business Expenses	309	33,759	45,000	11,241	25
Bank Service Fees - Admin	1,389	7,198	2,000	(5,198)	(260)
Legal Counsel	5,000	47,495	65,000	17,505	27
Education	240	15,695	25,000	9,305	37
Audit & Accounting	0	9,300	10,000	700	7
Legal Publications	0	4,494	5,000	506	10
Board Members	500	5,500	6,000	500	8
Elections	0	0	8,000	8,000	100
Computer Expenses	0	38,309	40,000	1,691	4
Copy Machine & Supply	0	45	1,000	955	96
Postage & Meter Rent	0	12,370	12,000	(370)	(3)
Insurance - General	11,077	117,214	140,000	22,786	16
Insurance - Deductible	0	0	1,000	1,000	100
Engineering	9,701	31,497	85,000	53,503	63
Tools	8	1,625	2,500	875	35
Vehicle Expense	0	0	500	500	100
Dues & Memberships	0	5,223	7,000	1,777	25
Safety	274	5,752	5,000	(752)	(15)
Summit Water Quality	0	17,611	17,000	(611)	(4)
Building Maintenance	1,216	23,855	20,000	(3,855)	(19)
Employee Housing Maintenance	90	7,655	15,000	7,345	49
Employee Housing Utilities	0	2,460	4,000	1,540	39
Total Administration	170,083	1,848,032	2,355,738	507,706	22
Iowa Hill Plant Expenses					
Utilities					
Gas	1,791	13,163	26,000	12,837	49
Electric	13,843	149,708	220,000	70,292	32
Freight	859	15,677	20,000	4,323	22
Equipment Repairs	0	23,102	50,000	26,898	54
Chemicals	8,102	144,402	195,000	50,598	26
Supplies	263	7,728	10,000	2,272	23
Contracted Repairs	4,176	38,130	40,000	1,870	5
Laboratory Supplies	3,188	15,957	15,000	(957)	(6)
Biomonitoring	0	7,753	8,000	247	3
Discharge Permit	0	7,529	8,000	471	6
Site Monitoring	1,576	17,958	15,000	(2,958)	(20)
Total Iowa Hill	33,798	441,107	607,000	165,893	27

November Financial Statement Cont.

	2018 November	2018 Year to Date	2018 Approved Budget	2018 Available	2018 % Available
Farmers Korner Expenses					
Utilities					
Gas	0	35,554	60,000	24,446	41
Electric	25,789	306,525	400,000	93,475	23
Freight	725	17,118	30,000	12,882	43
Equipment Repairs	4,776	35,658	60,000	24,342	41
Chemicals	9,784	285,039	320,000	34,961	11
Supplies	1,829	9,348	10,000	652	7
Contracted Repairs	229	39,015	30,000	(9,015)	(30)
Dumpster Charges	1,188	13,171	14,000	829	6
Biomonitoring	0	1,536	7,000	5,464	78
Discharge Permit	0	14,092	15,000	908	6
Composting	6,937	94,164	110,000	15,836	14
Site Monitoring	1,096	26,466	23,000	(3,466)	(15)
Sludge Hauling Costs	4,725	58,725	70,000	11,275	16
State Health Fees	0	1,335	2,500	1,165	47
Total Farmers Korner	57,078	937,746	1,151,500	213,754	19
South Blue Expenses					
Utilities					
Gas	778	5,066	10,000	4,934	49
Electric	2,818	26,848	22,000	(4,848)	(22)
Equipment Repairs	0	1,677	2,500	823	33
Supplies	0	992	1,000	8	1
Contracted Repairs	0	1,773	5,000	3,227	65
Discharge Permit	0	2,925	3,000	75	3
Site Monitoring	261	2,743	8,000	5,257	66
Total South Blue	3,857	42,024	51,500	9,476	18
Collection Expenses					
Utilities	859	10,476	20,000	9,524	48
Vehicle Expense	750	32,597	35,000	2,403	7
Line Cleaner Expenses	0	2,279	10,000	7,721	77
Manhole Repairs/Line Repairs	27,924	120,288	120,000	(288)	(0)
Equipment Repairs	84	8,326	9,000	674	7
CCTV Expense	0	0	5,000	5,000	100
Total Collection	29,617	173,966	199,000	25,034	13
Total Operating Expenditures	294,433	3,442,875	4,364,738	921,863	98
Net Cash from Operations	191,535	2,064,055	1,514,263	(549,793)	(36)
Replacement Capital					
Administration	0	14,679	55,000	40,321	73
Plant:					
IH	18,560	18,560	240,000	221,440	92
FK	0	254,909	325,000	70,091	22
South Blue	0	6,343	70,000	63,657	91
Collection					
Misc.	138,986	644,139	1,050,000	405,861	39
Vehicle	0	42,126	45,000	2,874	6
Total Replacement Capital	157,546	980,756	1,785,000	804,244	45
Non Operating Expenses					
Bond Principal	0	97,129	97,130	1	0
Bond Interest	0	26,813	26,813	0	0
Total Non Operating	0	123,942	123,942	0	0

November Financial Statement Cont.

	2018 November	2018 Year to Date	2018 Approved Budget	2018 Available	2018 % Available
Capital Outlay					
Plant:					
IH	0	0	100,000	100,000	100
FK	0	0	75,000	75,000	100
South Blue	0	2,330	10,000	7,670	77
Collection	812	901,852	3,100,000	2,198,148	71
Administration		0	10,000	10,000	100
Total Capital Outlay	812	904,182	3,295,000	2,390,818	73
Total Expenses	452,791	5,451,755	9,568,680	4,116,925	43
Total Revenue - Total Expenses	263,792	4,595,224	(786,680)		

Upper Blue Sanitation District
Comparative Financial Statement-UNAUDITED DRAFT
November 30, 2018 vs. November 30, 2017

	2018 November	2017 November	2018 Year To Date	2017 Year to Date	Increase (Decrease)
Operating Revenue					
Sewer User Fees	481,171	471,918	5,262,667	5,154,551	108,116
Tap Inspection Fees	300	300	9,200	15,905	(6,705)
Miscellaneous Revenue	0	0	17,523	4,600	12,923
Camper Dump Fees	0	0	9,329	10,489	(1,160)
Late Fees	697	397	11,067	21,652	(10,585)
Line Extension Fees	0	0	157,294	139,740	17,554
Rental Income	3,800	3,200	39,850	32,750	7,100
Total Operating Revenue	485,968	475,815	5,506,930	5,379,687	127,243
Miscellaneous Revenue					
Interest on Loan Payments	60	154	9,370	13,842	(4,472)
Plant Investment Fees	183,722	52,470	4,062,393	4,802,952	(740,559)
Inclusion Fees	0	0	130,679	164,503	(33,824)
Interest on Investments	46,833	5,310	337,607	28,682	308,925
Transfer from Reserve	0	0	0	0	0
Total Miscellaneous Reven	230,615	57,934	4,540,049	5,009,979	(465,458)
Total Revenue	716,583	533,749	10,046,979	10,389,666	(342,687)

November Comparative Statement Cont.

Administration Expense	2018 November	2017 November	2018 Year to Date	2017 Year to Date	Increase (Decrease)
Payroll & Employee Benefits					
Salaries	93,097	89,542	990,951	997,655	(6,704)
Overtime	4,211	4,024	39,050	38,702	348
FICA-Admn	5,047	4,924	57,403	62,094	(4,691)
Medicare-Admin	1,390	1,355	14,740	15,005	(265)
401K Contributions	6,528	6,177	70,410	69,754	656
Worker's Compensation Insu	2,155	2,219	23,845	25,416	(1,571)
Health Insurance	27,273	21,116	245,311	225,252	20,059
Total	139,701	129,357	1,441,710	1,433,878	7,832
Office Supplies	0	215	2,690	3,676	(986)
Telephone	578	1,567	16,575	16,150	425
Business Expenses	309	1,920	33,759	42,439	(8,680)
Bank Service Fees - Admin	1,389	0	7,198	0	7,198
Legal Counsel	5,000	3,680	47,495	34,950	12,545
Education	240	917	15,695	18,164	(2,469)
Audit & Accounting	0	0	9,300	9,150	150
Legal Publications	0	104	4,494	3,125	1,369
Board Members	500	500	5,500	5,500	0
Elections	0	0	0	0	0
Computer Expenses	0	1,644	38,309	18,054	20,255
Copy Machine & Supply	0	0	45	0	45
Postage & Meter Rent	0	968	12,370	9,936	2,434
Insurance - General	11,077	10,673	117,214	119,298	(2,084)
Insurance - Deductible	0	0	0	0	0
Engineering	9,701	17,121	31,497	41,476	(9,979)
Tools	8	199	1,625	1,616	9
Vehicle Expense	0	0	0	0	0
Dues & Memberships	0	600	5,223	5,208	15
Safety	274	37	5,752	10,439	(4,687)
Summit Water Quality	0	0	17,611	16,111	1,500
Building Maintenance	1,216	1,792	23,855	20,855	3,000
Employee Housing Maintena	90	0	7,655	16,938	(9,283)
Employee Housing Utilities	0	0	2,460	3,192	(732)
Total Administration	170,083	171,294	1,848,032	1,830,155	(17,877)
Iowa Hill Plant Expenses					
Utilities					
Gas	1,791	1,342	13,163	17,315	(4,152)
Electric	13,843	13,066	149,708	160,960	(11,252)
Freight	859	676	15,677	12,777	2,900
Equipment Repairs	0	492	23,102	35,318	(12,216)
Chemicals	8,102	10,636	144,402	154,102	(9,700)
Contracted Repairs	263	1,518	7,728	23,404	(15,676)
Laboratory Supplies	4,176	785	38,130	14,894	23,236
Biomonitoring	3,188	0	15,957	7,674	8,283
Discharge Permit	0	0	7,753	9,332	(1,579)
Supplies	0	0	7,529	10,024	(2,495)
Site Monitoring	1,576	15,058	17,958	27,202	(9,244)
Total Iowa Hill	33,798	43,573	441,107	473,002	31,895

November Comparative Statement Cont.

	2018 November	2017 November	2018 Year to Date	2017 Year to Date	Increase (Decrease)
Farmers Korner					
Utilities					
Gas	0	5,335	35,554	44,246	(8,692)
Electric	25,789	25,397	306,525	318,198	(11,673)
Freight	725	1,369	17,118	23,563	(6,445)
Equipment Repairs	4,776	209	35,658	48,722	(13,064)
Chemicals	9,784	5,359	285,039	187,152	97,887
Supplies	1,829	1,008	9,348	12,251	(2,903)
Contracted Repairs	229	1,650	39,015	31,153	7,862
Dumpster Charges	1,188	1,095	13,171	11,835	1,336
Biomonitoring	0	54	1,536	3,078	(1,542)
Discharge Permit	0	0	14,092	11,504	2,588
Composting	6,937	7,886	94,164	97,054	(2,890)
Site Monitoring	1,096	3,319	26,466	20,672	5,794
Sludge Hauling Costs	4,725	2,925	58,725	50,685	8,040
State Health Fees	0	0	1,335	1,637	(302)
Total Farmers Korner	57,078	55,606	937,746	861,750	75,996
South Blue Expenses					
Utilities					
Gas	778	342	5,066	3,705	1,361
Electric	2,818	1,807	26,848	16,423	10,425
Equipment Repairs	0	0	1,677	0	1,677
Contracted Repairs	0	(482)	992	2,268	(1,276)
Supplies	0	157	1,773	323	1,450
Discharge Permit	0	0	2,925	2,315	610
Site Monitoring	261	0	2,743	6,625	(3,882)
Total South Blue	3,857	1,824	42,024	31,659	10,365
Collection Expenses					
Utilities	859	808	10,476	11,806	(1,330)
Vehicle Expense	750	2,107	32,597	25,334	7,263
Line Cleaner Expenses	0	0	2,279	4,519	(2,240)
Manhole Repairs/Line Repai	27,924	19,562	120,288	94,104	26,184
Equipment Repairs	84	4,707	8,326	14,226	(5,900)
CCTV Expense	0		0	1,189	(1,189)
Total Collection	29,617	27,184	173,966	151,178	22,788
Total Operating Expenditu	290,576	297,657	3,400,851	3,316,085	84,766
Net Cash from Operations	195,392	178,158	2,106,079	2,063,602	42,477
Replacement Capital					
Administration	0	0	14,679	11,133	3,546
Plant					
IH	18,560	44,800	18,560	80,210	(61,650)
FK	0	240,708	254,909	769,472	(514,563)
Upper Blue	0	0	6,343	36,439	(30,096)
Collection		0			0
Misc	138,986	20,400	644,139	172,668	471,471
Vehicle	0	0	42,126	36,649	5,477
Total Replacement Capital	157,546	305,908	980,756	1,106,571	(125,815)
Non Operating Expenses					
CWRPDA Loan Principal	0	0	97,129	95,216	1,913
Loan Interest	0	0	26,813	28,727	(1,914)
Total Non Operating	0	0	123,942	123,943	(1)

November Comparative Statement Cont.

	2018 November	2017 November	2018 Year to Date	2017 Year to Date	Increase (Decrease)
Capital Outlay					
Plant-IH-CO	0	0	0	0	0
Plant-FK-CO	0	0	0	10,600	(10,600)
Plant-South Blue-CO	0	84,299	2,330	1,556,904	(1,554,574)
Collection	812	0	901,852	1,043,340	(141,488)
Administration		0	0	0	0
Total Capital Outlay	812	84,299	904,182	2,610,844	(1,706,662)
Total Expenses	452,791	689,688	5,451,755	7,189,102	(1,737,347)
Revenue Less Expenses	263,792	(155,939)	4,595,224	3,200,564	1,394,660

CAPITAL 2018	Current Month	Year To Date	Budget
FARMERS KORNER - REPLACEMENT			
10-85-8524			
Miscellaneous Equipment Replace/Repair	$0.00	$0.00	$60,000.00
Filter Rehabilitation	$0.00	$1,312.50	
Preliminary Treatment Room Headworks	$0.00	$57,400.00	
Aeration Basin #3 Rehab	$0.00	$10,412.85	
Telephone Replacement	$0.00	$5,451.00	
Locker Room Update	$0.00	$106,344.97	$100,000.00
Centrifuge Gear Box	$0.00	$0.00	$75,000.00
Computer Replacement	$0.00	$0.00	$15,000.00
Replace Course Bubble Diffusers	$0.00	$73,987.15	$75,000.00
TOTAL	$0.00	$254,908.47	$325,000.00
FARMERS KORNER - NEW			
10-95-9540			
Miscellaneous Equipment Replace/Repair	$0.00	$0.00	$50,000.00
South Plant WAS Meter	$0.00	$0.00	$25,000.00
TOTAL	$0.00	$0.00	$75,000.00
IOWA HILL - REPLACEMENT			
10-85-8522			
Miscellaneous Equipment Replace/Repair	$0.00	$0.00	$75,000.00
Pump	$9,557.16	$9,557.16	
Vehicle Lift	$9,003.00	$9,003.00	
Computer Replacement	$0.00	$0.00	$15,000.00
Lighting	$0.00	$0.00	$75,000.00
Non Potable Water Line Replacement	$0.00	$0.00	$75,000.00
TOTAL	$18,560.16	$18,560.16	$240,000.00
IOWA HILL - NEW			
10-95-9510			
Miscellaneous Equipment Replace/Repair	$0.00	$0.00	$50,000.00
Nutrient/Metals Remover	$0.00	$0.00	$50,000.00
TOTAL	$0.00	$0.00	$100,000.00
SOUTH BLUE - REPLACEMENT			
10-85-8526			
Miscellaneous Equipment Replace/Repair	$0.00	$0.00	$50,000.00
Pump	$0.00	$6,343.00	
Potable Water Well	$0.00	$0.00	$20,000.00
TOTAL	$0.00	$6,343.00	$70,000.00
SOUTH BLUE - NEW			
10-95-9590			
Miscellaneous Equipment Replace/Repair	$0.00	$2,330.00	$10,000.00
TOTAL	$0.00	$2,330.00	$10,000.00
COLLECTION - REPLACEMENT			
10-85-8530			
Manholes/Liftstations/Line Repairs	$0.00	$0.00	$350,000.00
Version Pump	$0.00	$16,342.50	
Hydromatic Pumps	$0.00	$49,989.09	
Main Line Cleaning/Video/Repair		$6,055.00	
Hwy 9 in Blue River			$350,000.00
French Creek	$138,986.33	$571,752.57	$350,000.00
TOTAL	$138,986.33	$644,139.16	$1,050,000.00
COLLECTION - NEW			
10-95-9520			
Miscellaneous Line Extension	$0.00	$0.00	$3,100,000.00
Valley of the Blue	$812.50	$901,851.53	
TOTAL	$812.50	$901,851.53	$3,100,000.00

CAPITAL 2018 (Page 2)	Current Month	Year To Date	Budget
VEHICLE - RC			
10-85-8550			
Vehicle Replacement	$0.00	$42,126.20	$45,000.00
TOTAL	$0.00	$42,126.20	$45,000.00
ADMINISTRATION - REPLACEMENT			
10-85-8510			
Miscellaneous	$0.00	$0.00	$35,000.00
Computer Replacement	$0.00	$14,679.23	$20,000.00
TOTAL	$0.00	$14,679.23	$55,000.00
ADMINISTRATION - NEW			
10-95-9580			
Miscellaneous	$0.00	$0.00	$10,000.00
TOTAL	$0.00	$0.00	$10,000.00
GRAND TOTALS	**$158,358.99**	**$1,884,937.75**	**$5,080,000.00**

DATE: December 6, 2018

TO: Andrew Carlberg, District Manager

FROM: Earl Picard, Chief Plant Operator

SUBJECT: Treatment plant operations for November, 2018.

1. Total influent flow for the Upper Blue Treatment Facilities was 38.9 million gallons for the month of November. The flow for the previous November was 33.9 million gallons. This is a 5-million-gallon increase (14.7%).

2. Solids loading at Farmer's Korner was 58,314 lbs. Solids loading at Iowa Hill was 33,318 lbs. Total solids loading at both facilities was 91,632 lbs.

3. We are discharging high quality effluent that meets all discharge permit requirements. The phosphorus discharge concentration for November at Farmers Korner was 0.004 mg/l (ppm) and 0.013 mg/l (ppm) at Iowa Hill.

4. Attached are Thanksgiving week flows.

Earl

cc: file

PLANT STATISTICS - FARMERS KORNER

MONTH	FLOW (MG)			EFF PHOS (LBS)			INF SS (LBS)			SLUDGE (TONS)		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
JAN	57.4	41.9	42.3	5.3	4.6	4.7	63185	96265	69954	74.3	72.4	71.1
FEB	55.0	36.9	37.8	8.4	2.7	4.5	87505	60672	183047	75.1	42.8	67.3
MAR	60.2	47.8	42.5	12.0	6.8	4.3	81505	50206	42262	97.4	74.7	62.8
APR	53.0	43.9	43.2	3.9	3.7	2.8	53806	104272	39250	53.6	68.5	49.2
MAY	56.7	40.6	42.6	4.9	3.8	3.7	63751	33208	45502	48.0	34.7	39.4
JUN	34.1	38.0	34.6	1.9	3.7	5.1	44566	106545	50281	42.7	25.2	37.0
JUL	40.6	37.3	42.4	3.9	6.0	6.5	45027	73181	95445	52.7	43.6	70.3
AUG	32.8	32.6	39.1	3.8	5.8	5.7	42272	86224	83320	70.7	39.7	74.6
SEP	25.7	25.2	31.5	1.7	2.5	5.7	25297	27536	61778	32.3	62.2	77.2
OCT	21.4	31.1	27.9	1.6	4.1	3.8	25529	73629	38274	29.3	31.1	21.7
NOV	24.3	24.3	28.8	2.2	4.2	0.9	59910	44193	58314	26.6	29.3	39.9
DEC	38.1	39.2		3.0	3.0		59638	55556		57.2	33.4	
TOTAL	499.4	438.7	412.7	52.4	50.8	47.8	651991	811487	767427	659.9	557.6	610.5

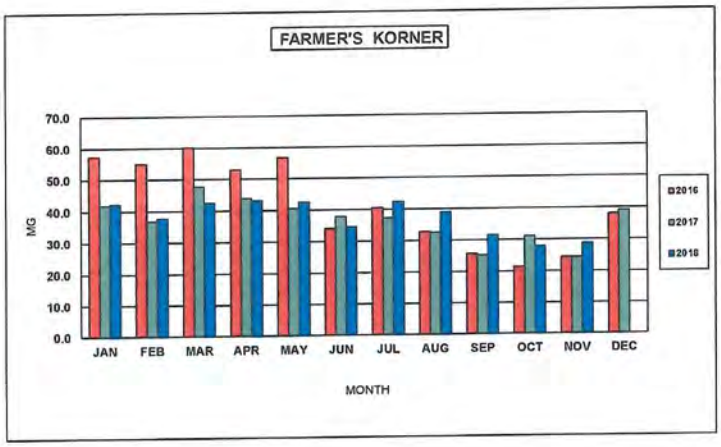
PLANT STATISTICS - IOWA HILL

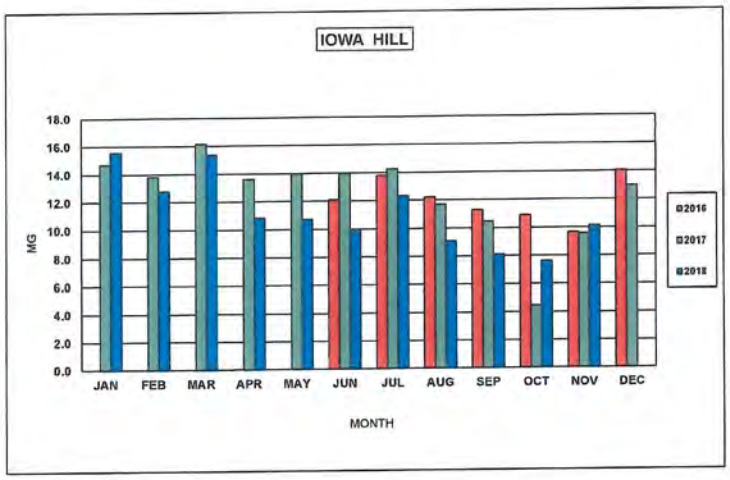
MONTH	EFF FLOW (MG)			EFF PHOS (LBS)			INF SS (LBS)		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
JAN	0.0	14.7	15.6	0.0	1.2	1.3	0	50613	62023
FEB	0.0	13.8	12.8	0.0	1.1	1.2	0	58422	45562
MAR	0.0	16.2	15.4	0.0	1.8	1.9	0	60200	51879
APR	0.0	13.6	10.8	0.0	1.3	1.0	0	45315	36363
MAY	0.0	13.9	10.7	0.0	1.1	0.7	0	38090	26709
JUN	12.1	13.9	9.9	1.7	1.7	0.9	37521	38163	35982
JUL	13.8	14.3	12.3	2.5	1.8	1.4	38722	51856	46697
AUG	12.2	11.7	9.1	3.2	1.2	1.0	29745	45532	35714
SEP	11.3	10.5	8.1	1.5	0.9	0.9	34198	35846	27565
OCT	10.9	4.5	7.6	1.5	0.5	0.8	24497	11149	20201
NOV	9.7	9.6	10.1	1.0	0.8	1.1	32047	31770	33318
DEC	14.1	13.0		1.3	0.6		44909	46564	
TOTAL	83.9	149.6	122.4	12.7	13.9	12.2	241639	513520	422013

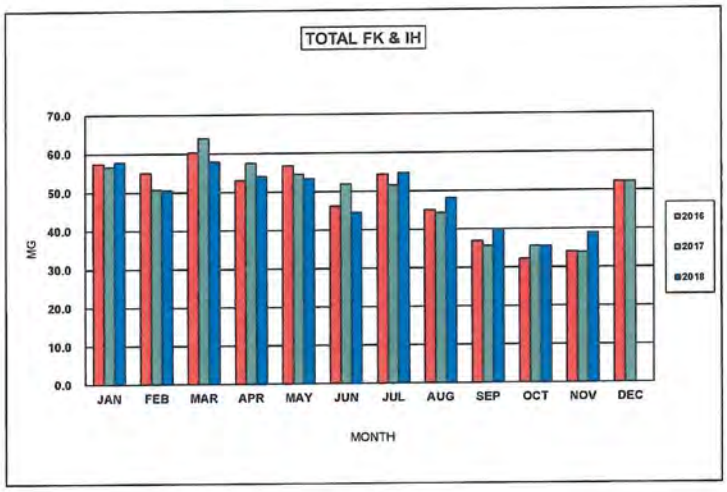
PLANT STATISTICS - TOTAL

MONTH	FLOW (MG)			EFF PHOS (LBS)			INF SS (LBS)			SLUDGE (TONS)		
	2016	2017	2018	2016	2017	2018	2016	2017	2018	2016	2017	2018
JAN	57.4	56.6	57.8	5.3	5.8	6.0	63185	146878	131977	74.3	72.4	71.1
FEB	55.0	50.7	50.6	8.4	3.8	5.7	87505	119094	228609	75.1	42.8	67.3
MAR	60.2	63.9	57.9	12.0	8.7	6.3	81505	110406	94141	97.4	74.7	62.8
APR	53.0	57.5	54.0	3.9	5.0	3.8	53806	149587	75613	53.6	68.5	49.2
MAY	56.7	54.5	53.3	4.9	4.9	4.4	63751	71298	72211	48.0	34.7	39.4
JUN	46.2	51.9	44.5	3.6	5.4	6.0	82087	144708	86263	42.7	25.2	37.0
JUL	54.4	51.6	54.7	6.4	7.8	7.9	83749	125037	142142	52.7	43.6	70.3
AUG	45.0	44.3	48.2	7.0	7.0	6.7	72017	131756	119034	70.7	39.7	74.6
SEP	37.0	35.7	39.6	3.2	3.3	6.6	59495	63382	89343	32.3	62.2	77.2
OCT	32.2	35.6	35.5	3.1	4.6	4.6	50026	84778	58475	29.3	31.1	21.7
NOV	34.0	33.9	38.9	3.1	5.0	2.0	91957	75963	91632	26.6	29.3	39.9
DEC	52.2	52.2	0.0	4.3	3.6	0.0	104547	102120	0	57.2	33.4	0.0
TOTAL	583.4	588.3	535.0	65.1	64.8	60.0	893630	1325007	1189440	659.9	557.6	610.5

FACILITY FLOW







To: Andrew Carlberg – District Manager
From: Wally Esquibel – Collection Systems Foreman
Subject: Collection System Report for December 2018
Date: December 6, 2018

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1. No backups reported for the month of November
2. Cucumber Creek Estates, Vacuum testing complete & meets district specifications
3. Snowbridge is nearing completion of service line and sewer main lining, along with CC'TVing inspections.
4. We have been monitoring all lift stations
5. Locates and service line inspections are up to date

3 YEAR THANKSGIVING FLOW DATA

		Flow, MGD					Flow, MGD					Flow, MGD		
Date	Day	IH	FK	Total	Date	Day	IH	FK	Total	Date	Day	IH	FK	Total
11/18/2016	FRI	0.682	0.695	1.377	11/17/2017	FRI	0.6282	0.737	1.365	11/16/2018	FRI	0.858	0.706	1.564
11/19/2016	SAT	0.691	0.828	1.519	11/18/2017	SAT	0.613	0.809	1.422	11/17/2018	SAT	0.986	0.835	1.821
11/20/2016	SUN	0.71	0.855	1.565	11/19/2017	SUN	0.6175	1.049	1.667	11/18/2018	SUN	0.902	0.923	1.825
11/21/2016	MON	0.723	0.835	1.558	11/20/2017	MON	0.6002	0.951	1.551	11/19/2018	MON	0.914	0.980	1.894
11/22/2016	TUE	0.734	0.96	1.694	11/21/2017	TUE	0.6739	1.011	1.685	11/20/2018	TUE	0.812	0.922	1.734
11/23/2016	WED	0.739	1.115	1.854	11/22/2017	WED	0.7167	1.034	1.751	11/21/2018	WED	1.283	0.865	2.148
11/24/2016	THU	0.905	1.212	2.117	11/23/2017	THU	0.8518	1.114	1.966	11/22/2018	THU	1.386	0.734	2.120
11/25/2016	FRI	0.714	1.318	2.032	11/24/2017	FRI	0.8355	1.170	2.006	11/23/2018	FRI	1.379	0.851	2.230
11/26/2016	SAT	0.735	1.165	1.900	11/25/2017	SAT	0.7458	1.093	1.839	11/24/2018	SAT	1.437	0.752	2.189
11/27/2016	SUN	0.66	0.941	1.601	11/26/2017	SUN	0.544	0.940	1.484	11/25/2018	SUN	1.152	0.611	1.763
AVERAGE				1.7217					1.673					1.929
TOTAL				17.217					16.735					19.288
%inc/dec									-2.883					13.240

MANAGER REPORT

December 2018

1) **Iowa Hill Permit Renewal.** We have been informed that our permit will be issued by the end of the year
2) **Employee Housing Units.** I have been in discussion with the employees about the Housing Assistance program and have had positive feedback. I do not have a final proposal at this time because I would like to work through a few details.