

**UPPER THOMPSON SANITATION DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
DISTRICT ADMINISTRATIVE OFFICE CONFERENCE ROOM**

*Pursuant to C.R.S., §32-1-903, notice is hereby given to the members of the Upper Thompson Sanitation District Board of Directors and to the general public that the Board will hold its regular meeting, which is open to the public, at 4:00 p.m. on Tuesday, November 16, 2021, at the Upper Thompson Sanitation District Administrative Office, 2196 Mall Road, Estes Park, CO, 80517. Individuals who wish to address the Board via public participation may do so "in-person," via telephone, or virtually through online participation, facilitated by the Microsoft Teams platform. Members of the public wishing to join the meeting via online or telephone participation, please email a request for the meeting link or telephone number to Ms. Gina Moore, Secretary to the Board, at [gina@utsd.org](mailto:gina@utsd.org) by 2:00 p.m. on November 16, 2021.*

**AGENDA**

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call, Absences Excused.
4. Next Meeting Date: Regular Board Meeting, Tuesday, December 21, 2021.
5. Agenda: Correction and Approval.
6. Disclosure of Potential Conflicts of Interest.
7. Public Forum: An opportunity for presentation by the public to provide information to the Board of Directors on any non-agenda item. Note: The Board cannot take any action on non-agenda items but may direct staff to include the item on a future agenda.  
  
Public Comment on Agenda Items: Public comments will be heard by the Board at the conclusion of the presentation of the agenda item. Persons addressing the Board shall first be recognized by the District Manager or Board Chairman and may speak only one time per agenda item. Speakers shall state their name and address for the official minutes, address comments to the Board as a Body, and shall be allotted three (3) minutes for public comment.
8. Minutes: Correction and Approval: Special Board Meeting, October 12, 2021.  
Regular Board Meeting, October 19, 2021.
9. New Business and Special Orders:
  - a. *Request for Approval:* Establish and register for Colotrust Edge Account and funds transfer from existing accounts to Colotrust Edge – presented by Ms. Moore.
  - b. *Request for Approval:* Transition of legal services from Collins Cockrel & Cole, PC to Cockrel Ela Glesne Greher & Ruhland, PC, effective January 1, 2022 – presented by Mr. Bieker.
  - c. Project Update: Phase I, Phase II, and Phase III of the New Wastewater Treatment Facility, Lift Station, and Interceptor Improvements Project - presented by Mr. Bieker.
  - d. *Request for Approval:* Phase II Preliminary and Final Design of New Wastewater Treatment Facility, Lift Station, and Interceptor Improvements Project – Contract Award Recommendation to Merrick & Company – presented by Mr. Bieker.
  - e. *Request for Approval:* General Professional Engineering and Specialized Consulting Services – Contract Award Recommendation to Merrick & Company – presented by Mr. Bieker.
  - f. Public Hearing on Proposed 2022 Budget – presented by Mr. Bieker, Ms. Jurgens and Ms. Moore.
10. Reports of Officers, Committees, and Staff: Questions, Comments, Correction and Approval:
  - a. Treasurer’s Report.
  - b. Plant Report.
  - c. System Development Fee Allocation and Connection Report.
  - d. Collection System Report.
  - e. Assistant District Manager’s Report.
11. Adjournment.

*Upper Thompson Sanitation District (District) prohibits discrimination against its customers, employees, and applicants for employment on the basis of disability, race, creed, color, religion, sex, sexual orientation, gender identity, gender expression, marital status, familial status, national origin, or ancestry, and in employment or in any program or activity conducted by the District. The District will make reasonable accommodations for qualified individuals with known disabilities. If any person has a disability and requires a reasonable accommodation to fully participate in this event, please contact District Manager, Mr. Chris Bieker, three days before the event via email at [chris@utsd.org](mailto:chris@utsd.org), or telephone at 970.586.4544, or dial 711 to connect with Relay Colorado.*