

RECORD OF PROCEEDINGS

KREMMLING SANITATION DISTRICT

REGULAR BOARD MEETING
JULY 12, 2021

The Board of Directors for the Kremmling Sanitation District met in the boardroom located at 200 Eagle Avenue. The meeting was called to order by President Jason Bock at 6:00 p.m. Directors present: Jason Bock, Ken Bentler, Noble Underbrink, Dave Sammons and Eric Bradley. Director(s) absent: None. Staff present: District Manager Rich Rosene (by phone), Superintendent Josh Leyba, ORC Thom Yoder and Scott Weber. Audience present: None.

APPROVAL OF MINUTES: SAMMONS MOVED TO APPROVE THE REGULAR MEETING MINUTES OF JUNE 14, 2021 AS PRESENTED. BENTLER SECONDED. MOTION CARRIED.

APPROVAL OF EXPENDITURES: UNDERBRINK MOVED TO APPROVE THE EXPENDITURES PRESENTED FOR THE PERIOD OF JUNE 15, 2021 THROUGH JULY 12, 2021 IN THE AMOUNT OF \$25,544.43. SAMMONS SECONDED. MOTION CARRIED.

PUBLIC COMMENT: None.

ENGINEER'S REPORT: Weber said he had talked to Nick Marcotte of Element Engineering about the air piping. Marcotte sent the drawings for the air piping in an email. Weber has tried to contact Brandon Cole of Water Technology Group to see what the schedule was. Weber clarified that KSD would do the excavating and WTG would do the pipe laying.

OPERATOR'S REPORT: Leyba said that the concrete is ready to pour on Friday. A pump went down at the 3rd Street lift station and the new one is expected in Denver around the 14th and WTG will come up to install it. The old pump will be sent in to determine if it can be rebuilt.

Leyba said that the ammonia level is still high, but under the permit limit. There is another septage hauler interested in coming to the receiving station, but Leyba told him we would need to wait until we get things under better control. Water is being recycled from Pond D to Pond A to see if that helps with the ammonia, but the amount is limited by the internal piping in the plant.

The jetting is coming along well. They had to clean out a manhole by the new hospital that had the cover knocked off. Fortunately it was a dead-end manhole so the material didn't get very far into the system. They found rags and paper towels in the next manhole downstream and talked to the hospital maintenance director to have him let staff know not to send that type of stuff down sinks or stools. Weber said that Kremmling Country is done as of today and are going to Grand West next. The seasonal helper, Rob Coker, has been doing a great job and he really appreciates his hard work. Leyba has ordered a forward cutting attachment for one of the jetting heads to help with roots.

Leyba said they are keeping up with weekly labs and doing work around the plant. He has a whiteboard now to track the lab work. The blower oil looks dirty so he will get the oil changed with oil in stock. He will check the manual to see how often this should be done. Weber said that the air filters for the blowers were ordered several months ago and are expected this week. Leyba has been looking over the SOPs and most are looking pretty good. Underbrink suggested that a page be added to show revision dates. There were 28 locates in June and that was lower than May. The state boiler inspection certificate for the town hall came today and it passed.

Yoder said that the site inspection letter came in today and there is a customer satisfaction survey and he wanted to know if Rosene wanted to respond since the letter was addressed to him. Rosene said he would look at the email and get with Yoder to discuss a response. Yoder asked if there was a delivery date for the chlorine and Bock said he is expecting a delivery for his water plant chlorine tomorrow and thought the district's would likely be on the same delivery. Yoder said there is a COWARN warning out on chlorine supplies shortage. Weber said he had ordered the chlorine about two or three weeks ago and they deliver once a month so he expected it on the next delivery.

Yoder said he had talked to Nick Marcotte of Element Engineering about his process control experience and whether his company could help with that. Yoder said that the recycling of water through the plant with high nitrates was to help with ammonia, but also may be part of the cooling that we get in the winter. Marcotte said he thought they could help and will work with Leyba and Yoder on process control. Yoder said that as he steps away from working with us, Marcotte can work with Leyba and Weber on continuing the process control work. Leyba passed out the schedule for weekend coverage to the board.

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BUSINESS ITEMS: Vacation Accrual Proposal for Josh Leyba. Rosene provided a written proposal for board review and discussion about increasing Leyba's vacation accrual based on his previous position and experience.

UNDERBRINK MOVED TO APPROVE THE PROPOSAL FOR INCREASING LEYBA'S VACATION ACCRUAL AS PRESENTED. SAMMONS SECONDED. MOTION CARRIED.

Annual Eligibility Survey Update. Rosene provided the submittal to the state for the eligibility survey that was submitted in June. One page was the spreadsheet of the costs and the other two pages are the narrative. A few items that used to be on previous lists have been completed and removed from the current version. The survey is to get us on the list for future grants and loans for those projects beyond our limited financial abilities.

2020 Audit Progress. Rosene said that he had not heard much lately. An extension request has been submitted so the final is not due by July 31. Rosene hasn't seen any draft financials yet.

Discussion and Approval of ColoTrust Edge Investment Fund. Rosene said that there is a new portfolio available from ColoTrust called Edge. This new portfolio should pay a little better interest rate than our current fund, Plus. It has a five day redemption policy rather than daily redemptions. It is for longer term investments, similar to a short duration CD. We will maintain our current account in Plus and keep more of our long term funds in Edge. Underbrink asked what the fees are for the current fund and the new Edge fund. Sammons asked what our current return is on our existing account. Rosene said they show their returns as daily and weekly rates and it is a challenge to calculate the actual annual rate. Sammons asked Rosene to put together the rates and fees for the August meeting.

Other Items: Weber asked that the board consider a similar vacation adjustment for him as was provided to Leyba. With his previous employer, he was at 160 hours per year and he is now at 80 hours. He feels that he brings some valuable things to the district such as his CDL and 19 years in the utilities industry. He didn't know that the accrual could be changed from the employee handbook when he started with us last year. The board asked Rosene to get together with Weber and come up with a proposal for the August meeting.

ADJOURNMENT: SAMMONS MOVED TO ADJOURN AT 6:37 PM. BRADLEY SECONDED. MEETING ADJOURNED.

Signed:

/s/ Richard A. Rosene
Secretary