

RECORD OF PROCEEDINGS

KREMMLING SANITATION DISTRICT

REGULAR BOARD MEETING
AUGUST 9, 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, Superintendent Josh Leyba, ORC Thom Yoder and Scott Weber. Audience present: None.

APPROVAL OF MINUTES: SAMMONS MOVED TO APPROVE THE REGULAR MEETING MINUTES OF JULY 12, 2021 AS PRESENTED. BENTLER SECONDED. MOTION CARRIED.

Underbrink asked if there had been any checking on the price of a different trash company. Leyba said that he had not as he was satisfied with our current hauler due to their cooperation on our sloppy material in the dumpster. Underbrink would still like to get an estimate from the other hauler.

APPROVAL OF EXPENDITURES: UNDERBRINK MOVED TO APPROVE THE EXPENDITURES PRESENTED FOR THE PERIOD OF JULY 13, 2021 THROUGH AUGUST 9, 2021 IN THE AMOUNT OF \$36,520.83. SAMMONS SECONDED. MOTION CARRIED.

PUBLIC COMMENT: None.

ENGINEER'S REPORT: None.

OPERATOR'S REPORT: Leyba provided a written list of the month's tasks. The concrete pour went well and he is satisfied with it. Both pumps went down at the 3rd Street lift station again. He had Weber come out and they pulled both pumps and got them running again. One had rags stuck in it and the other had a leakage alarm and they dried it out and resealed it. They are still waiting for the new pump to arrive. There are still high ammonia and nitrates in the effluent, though they are still within our limits. He is still hopeful that the new air piping will help with this.

The jetting of the system has been completed. There is a clay main in the alley between 5th and 6th streets that has some separations at some joints. They are getting an estimate from Perdue Construction. Weber said that one separation is about 6-8 feet downstream from the upper manhole. He thought there might be a fitting that could be installed or the line could be sliplined. They will get back to the board with options.

Leyba said that they are keeping up with the *E. coli* and TSS weekly labs and the mowing and UV light cleaning. The reclaim piping had a cap blow off that had a pressure sensor on it and that has been repaired and the sensor relocated. The chlorine use has been going up on the reclaim water and more chlorine has been ordered by Weber. They are still working on SOPs and work lists.

Leyba has a proposal for new 5 micron filter fabric for the AquaDisk. The filter fabric is currently cleaned and swapped out about every 6 months. We currently have one set of 10 micron and one set of 5 micron filters. The last set purchased was the 5 micron one bought in 2013 and he would like to order a 5 micron set and replace the 10 micron set. The new set will cost \$3,830 and he will get it ordered. The controls for the AquaDisk are out of date and no replacement parts are available. He is looking at replacing them in 2022 for about \$23,000 and this will be put into the capital outlay budget item.

Leyba has been working with Yoder on lab testing procedures and hopes to be able to do them all in house in the next couple of months. He has also been working with Yoder on the DMRs. The oil and filters for the blowers are here and will be changed soon. The oil is recommended to be changed every 3,000 hours or annually, so they will enter the date and hours into the equipment maintenance logs in order to keep track of the hours of use. The screen on the Auger Monster has holes in it and needs to be replaced. The screen segment is stainless steel and is estimated to cost \$5,900.

UNDERBRINK MOVED TO APPROVE THE PURCHASE OF THE AUGER MONSTER REPLACEMENT SCREEN. SAMMONS SECONDED. MOTION CARRIED.

BUSINESS ITEMS: 2020 Audit Progress. Rosene said that he had not heard much lately. An extension request has been submitted, but Rosene hasn't seen any draft financials yet.

CORA Policy Amendment. The Colorado Open Records Act (CORA) policy was adopted in 2014. At that time the maximum allowable fee for records research and retrieval was \$30 per hour. The state law pertaining to CORA has an inflation adjustment every five years. An inflation adjustment was made by the state was in 2019 and allowed for up to \$33.58 per hour. Rosene suggested that we increase our search rate to more closely meet the newer rate. We have not received any CORA requests yet, but it is best to be ready just in case a significant request comes in.

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UNDERBRINK MOVED TO APPROVE RESOLUTION 2021-8-1, A RESOLUTION AMENDING THE RESEARCH AND RETRIEVAL FEES OF THE COLORADO OPEN RECORDS ACT POLICY OF THE KREMMLING SANITATION DISTRICT. SAMMONS SECONDED. MOTION CARRIED.

Vacation Accrual Proposal for Scott Weber. At last month's meeting, Weber requested that the board consider an adjustment to his vacation accrual based on his previous experience in the utilities field and the vacation accrual he had at his previous employer. Rosene provided a written proposal for board review and discussion about increasing Weber's vacation accrual based on his previous position and experience.

UNDERBRINK MOVED TO APPROVE THE RECOMMENDATION TO INCREASE THE VACATION ACCRUAL TO 120 HOURS PER YEAR FOR SCOTT WEBER. SAMMONS SECONDED. MOTION CARRIED.

Discussion and Approval of ColoTrust Edge Investment Fund. Last month the board asked for more information on the fees and rate of return for the new Edge fund at ColoTrust. Rosene talked to the ColoTrust representative and found that since the fund is new and interest rates are still very low, ColoTrust is not charging any fees on the Edge fund and reduced fees for the Plus fund where we currently have our ColoTrust money. The normal fee would be 15 basis points for Edge and 12 points for Plus. The Edge fund has more active management with longer duration investments and thus has the higher fees. The duration of investments in Edge is about 6 months versus the 50 day average for the Plus fund. Edge has a five day redemption policy rather than daily redemptions allowed in the Plus fund. Edge is intended for longer term investments rather than daily or short term needs. The annual rate of return is more challenging to get a handle on as they provide a daily rate which changes every day rather than an annual rate. Our rep suggested using a calculator that ColoTrust has on their website to get an estimate of the annual yield. The funds we have at United Business Bank money market were earning 0.4% so Rosene will continue to monitor rates and move our funds around to get the best rates.

UNDERBRINK MOVED TO OPEN AN EDGE FUND ACCOUNT AT COLOTRUST. BRADLEY SECONDED. MOTION CARRIED.

Other: Underbrink asked that employees get with the manager to discuss personnel issues or concerns and then have the manager present a proposal or issue to the board, rather than the employee coming directly to the board. Other board members concurred.

ADJOURNMENT: SAMMONS MOVED TO ADJOURN AT 6:46 PM. BRADLEY SECONDED. MEETING ADJOURNED.

Signed:

/s/ Richard A. Rosene
Secretary