

# RECORD OF PROCEEDINGS

## KREMMLING SANITATION DISTRICT

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### REGULAR BOARD MEETING OCTOBER 11, 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, and Scott Weber. Audience present: None.

**APPROVAL OF MINUTES:** BENTLER MOVED TO APPROVE THE REGULAR MEETING MINUTES OF SEPTEMBER 13, 2021 AS PRESENTED. UNDERBRINK SECONDED. MOTION CARRIED.

**APPROVAL OF EXPENDITURES:** SAMMONS MOVED TO APPROVE THE EXPENDITURES PRESENTED FOR THE PERIOD OF SEPTEMBER 14, 2021 THROUGH OCTOBER 11, 2021 IN THE AMOUNT OF \$58,116.36. BENTLER SECONDED. MOTION CARRIED.

**PUBLIC COMMENT:** None.

**ENGINEER'S REPORT:** Weber reported that he had talked to Nick Marcotte of Element Engineering about the air piping problems. The new pipe to Pond B is working well. The old piping to Pond C had all of the joints cleaned and a bonding agent applied but they are leaking air again.

\* Sammons had to leave the meeting at 6:10 pm due to an emergency.

The original design had a T that allowed one blower to supply both ponds. The new air piping makes each pond piping independent. Weber is able to add air pressure to Pond C with the compressor and the Bio-Domes work well. Weber said that the new idea is to put high temperature gaskets in the Pond C piping.

We would need to have an extra blower on the shelf so that if either blower went down, it could be replaced immediately and sent in for repair. This would allow us to keep air moving to each of Ponds B and C since they are each now on individual blowers. The new blower will be put into the 2022 budget. The gaskets will be ordered and installed as soon as they are received.

**OPERATOR'S REPORT:** Weber said that they replaced the reel swivel on the jet truck. The Railroad lift station pump went out again due to water getting in. He will order a seal kit and repair it. The sprinkler systems were blown out last week. The reuse main will be blown out tomorrow. He built a filter around the reuse intake in Pond 3. He has been seeing some pressure drops and strange noise from the reuse pump and will keep an eye on it.

Weber explained how the tap was installed for the new townhomes in Grand West. They put in double wyes and cleanouts along with tracer wire. Weber said the contractor did a really nice job. Rosene said that tracer wire is supposed to be installed on all new service lines.

The labs were sent to ACZ last Tuesday. The camera truck continues to be a battle to get it working right. The last time something was recorded was 2012 and a new laptop and a software update were needed. Rob Coker, our seasonal, has been working with the camera software company on getting the software fixed.

Weber passed out some photos of the influent room on October 5 when he had found a strong odor and discoloration. He worked his way up the collection system and found the source seemed to be the Dean West building with the brewery and distillery. We need to talk to them and find out what happened and why. The initial discussions with them several years ago had indicated that their wash-outs would be minimal and shouldn't cause us much of a problem.

The county shop building is having some problems with their service line that goes from the shop to our main in the alley between Gore Ave. and Railroad Ave. The line is a very long run and they have a separation that needs to be fixed. Weber talked to them and will meet with them again tomorrow to look at options.

The manhole in the street near the Moose Restaurant is high and needs to be adjusted, possibly next spring or summer. Weber will get with Pierre at the Moose and help him coordinate this next spring.

Weber said he was concerned that if we have a more significant problem with the reuse pump in the future that we may have the need to discharge water from the ponds to Muddy Creek in an emergency. Since we don't have a discharge pipe, the water could overtop the pond dike. Rosene said that we had looked into a discharge pipe in the past and would need to do a mixing study to look at the impact to Muddy Creek. Our permit has gone back and forth from groundwater to surface water and we are currently a surface water permit. Rosene said he will look into this with Nick Marcotte of Element Engineering.

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Regular Board Meeting  
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Weber said that Rob Coker has been doing a great job for us this summer and he would like to see if we can give him a merit award. There was a discussion on the pros and cons of bonuses versus an hourly increase for next summer. Underbrink asked that we present a proposal at next month's meeting.

**BUSINESS ITEMS: 2020 Audit Progress.** Rosene said that the 2020 audit has been submitted to the state. He got the draft on September 29 and had just a day to review it and asked that they make some changes. Our capital expenditures were not fully reported and they that did get adjusted for the final. The audit was submitted to the state auditor's office on the 30<sup>th</sup>. Rosene will talk to Mike Jenkins about the need to get the draft much sooner next year.

**2022 Budget Proposal:** Rosene passed out a copy of the proposed 2022 budget and went over the changes in revenue and expenditures from this year's budget. Revenue for the septage receiving station will be based on 75% of the revenue from this year. We received our draft assessed valuation and it has an increase from this year. Our interest income next year will be quite a bit lower due to the decrease in interest rates. We are looking at some capital outlay projects including one block of main replacement, updated AquaDisk controls, an additional manhole near Depot Street, a reroute of the mains near the old Kremmling Country lift station, and a roof over the septage receiving station.

**Set a public hearing date for the 2022 budget.** BRADLEY MOVED TO SET THE PUBLIC HEARING FOR THE 2022 BUDGET FOR NOVEMBER 8, 2021. BENTLER SECONDED. MOTION CARRIED.

**Additional discussion items.** Rosene said that the state legislature passed a law requiring paid sick leave for all employees beginning January 1, 2021 for employers with over 50 employees and January 1, 2022 for smaller employers. The district employee handbook does not have any sick leave for seasonal, temporary or part-time employees and will need to be updated. There are several other sections in the handbook that Rosene would like to update. He will get the proposed changes for the November meeting for the board to review and have Leyba and Weber look them over as well. He would like to have the handbook changes approved at the December meeting so we are ready to go on January 1<sup>st</sup>.

Rosene said that Leyba missed about two weeks of work due to COVID related issues and has very little sick leave since he is pretty new to the district. The state had an emergency declaration for COVID that included up to 80 hours of paid sick leave for any employee that either got COVID or had to quarantine due to COVID which expired in July. There hasn't been any word on whether the governor was planning to reinstate the emergency due to the Delta variant. Rosene asked the board to consider allowing up to 80 hours of paid leave for our employees for any COVID related illness or quarantine period. Bock said that the town was still allowing this at the present time.

UNDERBRINK MOVED TO APPROVE UP TO 80 HOURS OF PAID LEAVE FOR ANY COVID RELATED TIME OFF. BRADLEY SECONDED. MOTION CARRIED.

**ADJOURNMENT:** BRADLEY MOVED TO ADJOURN AT 7:20 PM. BENTLER SECONDED. MEETING ADJOURNED.

Signed:

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/s/ Richard A. Rosene  
Secretary