

## RECORD OF PROCEEDINGS

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### TOWN OF KREMMLING SPECIAL TOWN BOARD MEETING March 13, 2024

The Board of Trustees, for the Town of Kremmling, met at 200 Eagle Avenue, Kremmling, Colorado 80459. With Mayor Wes Howell presiding. The meeting was called to order at 6:35 PM. Trustees present: Jim Miller, Dave Sammons, Wes Howell, Doug Prewitt, Guy Bakke, and Leo Pesch. Staff present: Town Manager Ashley Macdonald, Town Clerk & Treasurer Teagan Serres, and Public Works Director Dillon Willson. Town Attorney Melinda Culley was present virtually for the Executive Session.

**Conflicts of Interest: None.**

#### **Agenda Items:**

#### **1. Discussion & Action Item. Thirty Percent Design of Water Treatment Plant Presentation.**

Wes Ferraro and Matt Hess from Element Engineering were in attendance to present the thirty percent design of the Water Treatment Plant. Mr. Ferraro and Mr. Hess highlighted updated plans and procedures such as; drainage, water line replacements, fencing, evaporation ponds, recycling efficiency, chemical cleaning backwash, residual waste, addition of a third storage tank, three ultrafiltration skids, open space for future growth and needs, separated lab office, bathroom, chemical storage, and a contact chamber. Mr. Hess outlined the project schedule explaining the thirty percent plans have been sent to the State for review, the sixty percent plans will be presented in April or May for the guaranteed maximum price, loan and grant applications are due by early June, ninety percent plans will be presented to the Town and submitted to Hansel Phelps by August or September, and the expected construction start date will be in April of 2025.

Discussion included the following topics:

- Clarification regarding the type of pre-treatment process of raw water.
  - Mr. Hess confirmed alternative pre-treatment options were considered and polymer coagulant was determined as the final and best decision.
- Clarification regarding the contact time for the storage tanks.
  - Mr. Hess confirmed the storage tanks North of Town will not be used for contact time.

- Clarification regarding the cleanliness of the Town’s water sources and ensuring the best and least usage of chemical treatment.
  - Mr. Hess confirmed Kremmling has very clean water sources and explained the entirety of the treatment process doesn't have to be year-round, just during high run-off times of year.
- Clarification regarding the backwash pond requirements, expenses, and how it differs from the current process.
  - Mr. Hess confirmed liners in the backwash ponds are a requirement and the ponds will need to be drained and cleaned occasionally. He further elaborated that the existing conventional surface treatment operation does not get full credit for disinfection compared to an ultrafiltration plant. Ultimately, the end goal is for the treatment operations to be more efficient in all ways possible.
- Clarification regarding the energy efficiency and insulation of the new Water Treatment Plant.
  - Mr. Hess explained with all new building, electrical, and mechanical equipment there will most likely be better energy efficiency and cost savings.

TRUSTEE BAKKE MOTION TO APPROVE the thirty percent designs and move forward with the sixty percent designs as presented. TRUSTEE PESCH SECONDS. Voice vote taken; 6 “aye” votes, 0 “nay” votes. MOTION PASSED.

**Executive Session** for discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees – **Town Manager Employment Agreement**

TRUSTEE WOOG MOTION TO ENTER EXECUTIVE SESSION for discussion of a personnel matter under C.R.S. Section 24-6-402(2)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees regarding the Town Manager Employment Agreement. TRUSTEE MILLER SECONDS. Roll Call Vote was taken, Mayor Pro Tem Sammons, Trustee Prewitt, Trustee Bakke, Trustee Pesch, Trustee Woog, and Trustee Miller. 6 “aye” votes, 0 “nay” votes; MOTION PASSED.

The Executive Session concluded at 7:59 PM; and no decisions were made during the Executive Session. The recording will reside with the Town Attorney for 90 days. Those present during the executive session were Mayor Howell, Mayor Pro Tem Sammons, Trustee Prewitt, Trustee Miller, Trustee Pesch, Trustee Bakke, Trustee Woog, and Town Manager Ashley Macdonald. Town Attorney Melinda Culley was present virtually until 7:30 PM.

**Report From Executive Session:**

**1. Discussion, Direction or Action. Town Manager Employment Agreement**

MAYOR HOWELL reported the Board of Trustees met in executive session to discuss the Town Manager's Employment Agreement and no decisions were made and no action will be taken.

**Adjournment:**

MAYOR PRO TEM SAMMONS MOTION TO ADJOURN. Voice vote taken; 6 "aye" votes, 0 "nay" votes. MEETING ADJOURNED at 8:00 PM.

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Teagan Serres, Town Clerk

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Wes Howell, Mayor