KREMMLING SANITATION DISTRICT
RECORD OF PROCEEDINGS

Regular Meeting Minutes

August 10, 2026

A regular meeting of the Board of Directors (Board) of the Kremmling Sanitation District (District) was held on August 10, 2026, at 6:00 PM at the Kremmling Town Hall, 200 Eagle Avenue, Kremmling, Colorado, and online using Google Meet. Links and call-in information were provided.

ATTENDANCE

Directors Present

Noble Underbrink, President
Dave Sammons, Vice President
Alan Hassler, Secretary/Treasurer
Stuart Heller, Assistant Secretary
Rory Menhennett, Assistant Secretary

Directors Absent

Stuart Heller, Assistant Secretary

Staff

Jack Seward, District Manager
Rich Rosene, Project Manager
Scott Weber, Superintendent
Joe Probst, Operator
Thom Yoder, Operator in Responsible Charge
Trista Petefish, Utility Billing Clerk

Public

None.

1. **CALL TO ORDER**

   After notice was duly given and posted in accordance with Colorado law, the meeting was called to order by Mr. Underbrink at 6:01 PM.

2. **PUBLIC COMMENT**

   Lilian Marcione, McMahan and Associates

3. **APPROVAL OF MINUTES**

Mr. Seward presented the minutes of the July 13, 2026, regular meeting.

Mr. Sammons made a motion to approve the minutes as presented. Mr. Hassler seconded the motion, which unanimously carried.

4. **FINANCE**

    a. Ms. Marcione, of McMahan and Associates, the District's auditor, presented the 2025 audit report. It was the auditors' opinion that the financial statements present fairly, in all material respects, the financial position of the District as of December 31, 2025. Ms. Marcione noted several material weaknesses that led to significant adjustments to the financial statements and recommended steps to prevent future misstatements.

    b. Mr. Seward presented the expenditure report dated July 14, 2026 – August 10, 2026.

    Mr. Menhennett made a motion to (i) approve the expenditure report dated July 14, 2026 – August 10, 2026, in the amount of one hundred ninety-nine thousand six hundred forty-nine dollars and two cents ($199,649.02) and (ii) authorize the payment of all accounts, including current payables, in conformance with budgetary appropriations. Mr. Sammons seconded the motion, which unanimously carried.

    c. Mr. Seward presented the budget-to-actuals report for July 31, 2026. Mr. Seward noted that the service fees were lower than expected, but noted that this is not creating an out-of-balance budget. All other items are falling as expected for the year. Discussion included overtime due to construction and cost of gas versus budgeted amounts.

5. **OPERATOR'S REPORT**

Mr. Weber presented the operator's report. Mr. Weber presented the reclaim water usage report noting that the majority of the water is being consumed by the Town for the parks. Mr. Weber reported that there was a violation with the pH dropping lower, but it is otherwise is within normal compliance standards. Mr. Yoder and Mr. Weber will compose the violation letter for the state. Mr. Weber reported the septic receiving station is going well. Mr. Probst passed his small systems test and is officially an operator. Mr. Weber informed the Board that Mr. Probst will be leaving to return to school on August 17, 2026. Mr. Weber informed the Board of a tear in the pond liner, and he is working on repairing it. Mainline sewer cleaning will be completed before winter.

6. ENGINEER'S REPORT

a. Mr. Seward provided an update on development activities, reporting that the K-Town North development has resubmitted their plans. Element Engineering has approved the construction drawings. Building permits for this project will be approved once tap fees are paid.

b. Mr. Seward provided an update regarding the collection system project, discussing the completion of the project, the final payment, and use of the remaining funds.

c. Mr. Seward informed the Board about the new Library District project that is currently in the process of planning their utility service.

7. MANAGER'S REPORT

a. Mr. Seward presented Resolution 2026-08-01, a resolution adopting a safety policy, to the Board. Discussion included the need for the policy and what is included in the policy.

   Mr. Hassler made a motion to adopt Resolution 2026-08-01, a resolution adopting a safety policy. Mr. Sammons seconded the motion which carried unanimously.

b. Mr. Seward presented the inclusion agreement for My Family Trust, LLC. Mr. Hassler noted an error in the legal description of the property. Mr. Hassler made a motion to enter into the inclusion agreement with the property owner of the Antelope Outright Exemption, subject to legal due diligence as to the name of the owner and legal description being confirmed, and authorizes the President to sign the corrected agreement, and direct the manager to commence the public hearing process. Mr. Menhennett seconded the motion, which carried unanimously.

c. Mr. Seward updated the Board that he has not received any additional information from counsel to FCAP Muddy Creek, LLC.

8. ADJOURNMENT

There being no further business to come before the Board, Mr. Underbrink adjourned the meeting at 7:11 PM.

The foregoing represents a true and accurate representation of the proceedings of the Board's regular meeting held on August 10, 2026

John Seward

Jack Seward
Recording Secretary