

KREMMLING SANITATION DISTRICT RECORD OF PROCEEDINGS

Regular Meeting Minutes

April 13, 2026

A regular meeting of the Board of Directors (Board) of the Kremmling Sanitation District (District) was held on April 13, 2026, at 6:00 PM at the Kremmling Town Hall, 200 Eagle Avenue, Kremmling, Colorado, 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

Staff

Jack Seward, District Manager
Rich Rosene, Project Manager
Scott Weber, Superintendent
Thom Yoder, Operator in Responsible Charge
Trista Petefish, Utility Billing Clerk
Mike Hager, Element Engineering

Public Present

Brad Smith, Grand Cliffs Subdivision
Justin Smith, Grand Cliffs Subdivision

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 6:00 PM.

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

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

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

4. APPROVAL OF EXPENDITURES

- a. Mr. Seward presented the expenditure report dated March 10, 2026 – April 13, 2026.

Mr. Heller made a motion to (i) approve the expenditure report dated March 10, 2026 – April 13, 2026, in the amount of twenty-nine thousand seven hundred thirty-three dollars and thirty-five cents (\$29,733.35) and (ii) authorize the payment of all accounts, including current payables, in conformance with budgetary appropriations. Mr. Sammons seconded the motion, which unanimously carried.

- b. Mr. Seward presented the budget to actuals report for February 28, 2025. Discussion included the insurance payment and the IGA with the Town.

5. LEGAL MATTERS

- a. Mr. Seward reported on the Grand Cliffs Subdivision's request for a variance to their tap fees. Mr. Sammons made a motion to use the 2024 tap rates for parcels with existing building permits. Mr. Heller seconded the motion, which unanimously carried.
- b. Mr. Seward presented a draft of an amendment to the rules and regulations relating to the inclusion of real property. Discussion included developer costs, inspections on existing infrastructure, having clear rules and regulations for inclusion, timeline restrictions, and having the title commitment. Mr. Seward will send what they discussed to counsel to review.

6. OPERATOR'S REPORT

Mr. Weber and Mr. Yoder presented the operator's report. Mr. Weber reported that the compliance results are within normal compliance standards. Mr. Yoder has completed the reuse report for the year and informed the District that they are up to date with multiple reuse reports. Mr. Weber discussed the septic receiving station with the Board. Discussion included limitations, regulations, and the effect that opening the receiving station could have on the system. The Board deferred final action on this item.

7. ENGINEER'S REPORT

- a. Mr. Hager presented the engineer's report from Element Engineering as it relates to ongoing development within the District.
- b. Mr. Hager reported that the collection system improvement project is going well and currently under budget. Mr. Hager recommended to use the additional funds to abandon the old lift station and replace multiple manholes. Mr. Heller made a motion for staff to not exceed one hundred twenty-nine thousand two hundred dollars (\$129,200.00) for additional work recommended by Mr. Hager. Mr. Sammons seconded the motion, which unanimously carried.
- c. Staff and the Board discussed the reengineering of the main lines on Railroad Ave. Mr. Hassler made a motion to give a time extension to the Fones Construction Contract until June 30, 2026. Mr. Heller seconded the motion, which unanimously carried.

8. MANAGER'S REPORT

- a. Mr. Seward presented the proposal for Civic Plus and laptops for the Board members. The Board tabled discussing Civic Plus until the staff gets more information.
- b. Mr. Hassler made a motion to approve the purchase of four (4) laptops for the directors, not to exceed one hundred seventy-five dollars (\$175.00) per unit. Mr. Menhennett seconded the motion, which unanimously carried.
- c. Mr. Seward presented a proposal for Riser Accounting. This is who the Town is working with for accounting services. Mr. Heller made a motion to accept Riser Accounting's proposal for accounting services and direct Mr. Seward to sign the Independent Contractor Agreement. Mr. Sammons seconded the motion, which unanimously carried.
- d. Mr. Seward reported on the Kremmling Sunrise Inclusion Petition, noting that the original petition was dated March 2024. Mr. Seward noted that, as it has been two years since this was first submitted, significant revisions are required to the petition.

9. EXECUTIVE SESSION

Mr. Hassler made a motion to enter into executive session Pursuant to CRS 24-6-402(4)(e), for the purpose of discussing negotiations with the Town of Kremmling and West Grand School District regarding the District's reclaimed water system, and negotiations with Fortius Capital LLC regarding sewer billing

and tap purchase for Muddy Creek. Mr. Sammons seconded the motion, which unanimously carried.

The Board entered into executive session at 8:05 PM and exited executive session at 8:44 PM.

10. ACTION AS A RESULT OF EXECUTIVE SESSION

Mr. Sammons made a motion to direct staff to engage with counsel to draft an IGA with the Town regarding the reuse system, and then to negotiate the terms and conditions of said IGA. Mr. Hassler seconded the motion, which unanimously carried.

11. ADJOURNMENT

There being no further business to come before the Board, Mr. Sammons made a motion to adjourn the meeting. Mr. Hassler seconded the motion, which unanimously carried. The Board adjourned at 8:46 PM.

The foregoing represents a true and accurate representation of the proceedings of the Board's regular meeting held on April 13, 2026



Jack Seward
Recording Secretary