

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
GREATROCK NORTH WATER AND SANITATION DISTRICT (THE “DISTRICT”)
HELD
DECEMBER 12, 2024

A special meeting of the Board of Directors of the Greatrock North Water and Sanitation District (referred to hereafter as the “Board”) was convened on Thursday, December 12, 2024, at 4:30 p.m., at the Reverse Osmosis Water Treatment Plant, 16373 Rayburn Street, Hudson, CO 80642. This District Board meeting was also held virtually via Microsoft Teams and by conference call. The meeting was open to the public.

ATTENDANCE

Directors in attendance were:

John D. Wyckoff, President
Robert W. Fleck, Vice President
Lisa Jacoby, Treasurer
Brian K. Rogers, Secretary
Brenda Adams, Assistant Secretary

Also, In Attendance Were:

Lisa Johnson, Shauna D’Amato and Alex Clem, CliftonLarsonAllen LLP (“CLA”)
Mike Murphy; Ramey Environmental Compliance, Inc. (“REC”)
Nicholaus Marcotte, PE and Wes Ferraro; Element Engineering LLC
Robert Eagle; Resident

ADMINISTRATIVE MATTERS

Agenda:

Ms. Johnson called the meeting to order at 4:30 p.m. The Board reviewed the Agenda for the meeting. Following discussion, upon motion duly made by Director Wyckoff, seconded by Director Rogers and, upon vote, unanimously carried, the Board approved the Agenda as amended, adding the approval of the Fifth Addendum to the Independent Contract Agreement with Element Engineering for water modeling services in 2025.

Disclosures of Potential Conflicts of Interest:

The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Board and to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with statute. It was noted that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting.

Board of Director’s Report:

Director Wyckoff provided an update regarding the evaporation pond project and his

review of the CliftonLarsonAllen LLP Statements of Work as they relate to the 2025 Budget. Mr. Murphy reported that one of the contractors hit a water service line, potentially causing a water outage for the evening. Discussion ensued.

District Manager's Report:

Ms. Johnson reviewed the monthly Manager's Report with the Board. There were no questions.

Statements of Work under the Master Service Agreement with CliftonLarsonAllen LLP for 2025:

Ms. Johnson reviewed the CliftonLarsonAllen LLP Statements of Work. Following review and discussion, upon a motion duly made by Director Rogers, seconded by Director Wyckoff and, upon vote, unanimously carried, the Board approved the Statements of Work under the Master Service Agreement with CLA for 2025 accounting, management, payroll and billing services.

2025 Insurance:

Following review and discussion, upon a motion duly made by Director Rogers, seconded by Director Jacoby and, upon vote, unanimously carried, the Board approved renewal of the 2025 property and liability coverage, subject to final review by Director Jacoby and CLA staff.

Workers' Compensation for 2025:

Following review and discussion, upon a motion duly made by Director Rogers, seconded by Director Jacoby and, upon vote, unanimously carried, the Board approved renewal of the 2025 workers' compensation coverage.

SDA Membership Renewal for 2025:

Following review and discussion, upon a motion duly made by Director Rogers, seconded by Director Jacoby and, upon vote, unanimously carried, the Board approved renewal of the 2025 SDA Membership.

TCW Risk Management Broker Services for 2025:

Following review and discussion, upon a motion duly made by Director Rogers, seconded by Director Jacoby and, upon vote, unanimously carried, the Board acknowledged renewal of the TCW Risk Management broker services for 2025.

CONSENT AGENDA

The Board considered the following actions:

1. Approval of the Minutes of the November 5, 2024 regular meeting, and the Minutes of the November 25, 2024 Special Work Session Meeting.
2. Ratify approval of the payment of claims for the period ending December 4, 2024, in the amount of \$127,714.93.
3. Acceptance of unaudited financial statements for the period ending October 31, 2024, Schedule of Cash Position updated as of November 21, 2024, and Inclusion Summaries.

4. Operations and Maintenance Activities Report.
5. Review meter installation report.
6. Approval of engagement letter from Hayes Poznanovic Korver LLC to include 2025 billing rates.
7. Approval of 2024 Audit Engagement Letter from Schilling & Co.
8. Approval of Independent Contractor Agreement with Bishop-Brogden Associates, Inc. for 2025 Water Rights Acquisition Services.
9. Approval of Independent Contractor Agreement with Bishop-Brogden Associates, Inc. for 2025 Water Rights Engineering Services.
10. Approval of Independent Contractor Agreement with Ramey Environmental Compliance, Inc. for 2025 Operator in Responsible Charge Services.
11. Approval of Independent Contractor Agreement with Generator Source LLLP, d/b/a Diesel Service and Supply for 2025 Generator Preventative Maintenance Services.
12. Approval of Independent Contractor Agreement with Action Fire Hydrant Service, LLC for 2025 Fire Hydrant Maintenance Services.
13. Approval of Independent Contractor Agreement with Element Engineering for 2025 General Engineering Services (enclosure).
14. Approval of Independent Contractor Agreement with Northern Colorado Constructors for 2025 On-Call and Emergency Repair Services.
15. Approval of Second Addendum to Independent Contractor Agreement with Green and Sons LLC for 2025 Irrigation Maintenance Services.
16. Approval of First Addendum to Independent Contractor Agreement with Martin & Wood Water Consultants for 2025 Engineering and Hydrogeological Services.
17. Approval of Independent Contractor Agreement with Diversified Underground for 2025 Utility Locate Services.
18. Approval of Sixth Addendum to Independent Contractor Agreement with Element Engineering for 2024 WTP Corrosion Control Treatment.
19. Acknowledge auto renewal of Independent Contractor Agreement with Dan's Custom Construction for Contracting Services.
20. Acknowledge auto renewal of Independent Contractor Agreement with American West Construction for 2025 Emergency Water Line Repair Services.
21. Acknowledge autorenewal of Independent Contractor Agreement with Hydro Optimization and Automation Solutions for 2025 SCADA Maintenance Services.
22. Acknowledge autorenewal of Independent Contractor Agreement with Haley Aldrich, Inc. for 2025 Hydrogeological Consulting Services.
23. Acknowledge autorenewal of Independent Contractor Agreement with Applied Ingenuity, LLC for 2025 Well and Water System Services.
24. Acknowledge autorenewal of Independent Contractor Agreement with My Asset Map for GIS Software Maintenance Services.
25. Acknowledge autorenewal of Independent Contractor Agreement with Pest Predator for Rodent Mitigation Services.
26. Acknowledge autorenewal of Master Services Agreement with CMIT Solutions for Software Services.
27. Acknowledge autorenewal of Independent Contractor Agreement with Maidpro for Cleaning Services.

28. Acknowledge autorenewal of Independent Contractor Agreement with Artic Electrical Service for General Electrical Services.
29. Terminate the Independent Contractor Agreement with Blanco, Inc. for On Call Emergency Water Line Repair.
30. Terminate the Independent Contractor Agreement with Elite Industries for Landscape Maintenance Services.
31. Terminate Independent Contractor Agreement with Greeley Lock & Key for RO Treatment Plant Lock System Installation.
32. Review and approval of Fifth Addendum with Element Engineering for water modeling services for 2025.

Following discussion, upon a motion duly made by Director Rogers, seconded by Director Wyckoff and, upon vote, unanimously carried, the Board approved the Consent Agenda items and noted that Item 18 was updated to the Sixth Addendum with Element Engineering.

FINANCIAL MATTERS

2025 Fees and Charges:

Water Rate Model Related to 2025 Water Rates:

Mr. Marcotte presented the water rate model and explained how it helps calculate the change in fees and charges. Following review and discussion, upon a motion duly made by Director Wyckoff, seconded by Director Jacoby and, upon a vote with Directors Wyckoff, Fleck, Jacoby and Adams voting yes and Director Rogers voting no, the Board approved to increase the base rate to \$63 and to increase the usage rate to \$8.50 per thousand gallons used and \$14.50 for over 40,001 gallons used.

Resolution No. 2024-12-01: Concerning the Imposition of Various Fees, Rates, Penalties and Charges for Water Services and Facilities:

Following review and discussion, upon a motion duly made by Director Wyckoff, seconded by Director Jacoby and, upon vote, unanimously carried, the Board adopted Resolution No. 2024-12-01: Concerning the Imposition of Various Fees, Rates, Penalties and Charges for Water Services and Facilities, to be effective January 1, 2025, subject to inclusion of the water rates.

Resolution No. 2024-12-02: Resolution Amending Rules and Regulations (2019 Reissuance) and Appendix A:

Following review and discussion, upon a motion duly made by Director Wyckoff, seconded by Director Jacoby and, upon vote, unanimously carried, the Board adopted Resolution No. 2024-12-02: Resolution Amending Rules and Regulations (2019 Reissuance) and Appendix A, subject to inclusion of the water rates.

ENGINEER'S REPORT

Ms. Johnson presented the Engineer's Report to the Board.

Capital Projects Updates:

Third Alluvial Well:

None.

Evaporation Pond:

This topic was discussed under Board of Directors Report.

OPERATIONS / MAINTENANCE MATTERS

Operator in Responsible Charge (“ORC”) Report:

Mr. Murphy presented the ORC report to the Board.

LEGAL MATTERS

None.

OTHER MATTERS

None.

COMMUNITY COMMENTS

Mr. Eagle addressed the Board about his concern on water quality at his home. Directors Rogers and Wyckoff, and Mr. Murphy informed Mr. Eagle that the Reverse Osmosis Water Treatment Plant is currently not treating water at this time due to a well rehabilitation project. The water quality will improve when the well project is complete, and the treatment facility can treat water again. It was also confirmed that although the water is not currently receiving reverse osmosis treatment, it still meets the requirements of the State for safe drinking water.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Rogers, seconded by Director Wyckoff and, upon vote, unanimously carried, the meeting was adjourned at 5:55 p.m.