

## RECORD OF PROCEEDINGS

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### JOINT FACILITIES OVERSIGHT COMMITTEE MEETING

November 13, 2025

Attendees: Winter Park Ranch - Melinda McWilliams, Ryan Weier and Jim Cordell

Town of Fraser – Brian Cerkvenik, Adam Cwiklin and Katie Soles

Grand County #1 - Jeremy Henn, Rob Sorenson and Art Ferrari

Others Present: Michael Brack, Logan Wray, Antoinette McVeigh, Wendy Bourn, Paul Johnson, Laurie Waters, Buff Borrás, Jim Fox, and Amanda Smokoff - Tetra Tech,

Virtual: Chris Thorn, Karl Hanlon, Becky Allison

1. **Roll Call**

The meeting was called to order by Brian Cerkvenik at 3:00 p.m.

2. **Approval of Agenda**

Melinda McWilliams moved to approve the agenda Adam Cwiklin seconded the motion. The motion passed unanimously.

3. **Consent Agenda**

- a. Minutes August 14, 2025
- b. EQR Report 3rd Quarter 2025

The committee noted a formatting concern with the EQR report, specifically decimal points. The staff will ensure consistent decimal placement on future EQR reports.

Melinda McWilliams moved to approve the consent agenda Katie Soles seconded the motion. The motion passed unanimously.

4. **Resolution 2025-11-02 Adopting the 2026 JFF Budget**

Laurie Waters presented the 2026 draft budget for Joint Facilities Funds. Key points include:

- Interest account was reduced slightly due to declining interest rates
- Plant expenditures showed a slight decrease in salaries due to Joe's retirement and Logan becoming the new plant manager at a lower starting salary
- Sludge removal costs were expected to increase due to plant upgrades coming online
- Equipment rental increased to account for a full year of office trailer rental
- Various operating expenses were adjusted based on actual usage patterns
- Electricity costs increased by 20% to accommodate rate increases from Mountain Parks
- The capital replacement projects remained at the same funding level to cover treatment plant updates
- The increased capital improvement projects costs include the UV system, office building, new IPP plan, and flow monitor meter pits

The committee discussed capital reserves and the process for funding capital projects. Michael Brack explained that capital expenses are typically billed to each entity on a one-third basis as they occur, rather than requiring large lump sum payments mid-year.

After reviewing the budget, the committee determined they would like to take the 2026 budget back to their respective boards for approval.

No Action taken on Resolution 2025-11-02 Adopting the 2026 JFF Budget

**5. New WWTP Superintendent Introduction Logan Wray**

Logan Wray was introduced as the new wastewater treatment plant superintendent. He shared that he had been with the facility for 14 years total, serving as lead operator since 2016. He expressed his enthusiasm for the field and his commitment to the facility.

Logan provided several updates: Most filter underdrain components had arrived, though media was still pending still waiting on the state draft permit, the plant faced a biomass issue for six weeks and he's interviewing a potential hire with 22 years' experience.

**6. Resolution 2025-11-02 JFOC Approval for Plant Manager to sign Hensel Phelps Proposal for Underdrain Replacement Installation**

Amanda Smokeoff from Tetra Tech presented the proposal from Hensel Phelps for the filter upgrades. She noted the proposal was below budget; however, she was concerned the housing allowance seemed high. She recommended requesting a deductive change order if the full housing allowance wasn't used. She confirmed there were no deficiencies in the scope of work, and Tetra Tech would submit their own change order for engineering oversight.

Adam Cwiklin moved to approve Resolution 2025-11-02 JFOC Approval for Plant Manager to Sign Hensel Phelps Proposal for Underdrain Replacement Installation Art Ferrari seconded the motion. The motion passed unanimously.

**7. IPP Monthly Reporting (As of Sept 2025) transitioning to Quarterly Meter Pit Reporting + Denali Collection numbers**

Michael Brack presented the monthly IPP (Industrial Pretreatment Program) reports updated through September 2025. The report showed:

- Flow data coming into the plant
- BOD (Biochemical Oxygen Demand) levels, which have been good
- Total suspended solids, which had some violations
- Nitrogen levels, which had been problematic, representing concentrated doses entering the plant

For October, Denali reported collecting approximately 1,150 gallons of waste from commercial users, continuing the pattern of waste collection that began in February, which prevents this waste from entering the sewer system.

Michael indicated they would be transitioning to a new reporting template focusing on meter readings from each sanitation district as waste enters the main trunk line. This would allow monitoring of BOD, nitrogen levels, and inflow/infiltration (I&I) from each district. He emphasized the importance of addressing I&I issues, as leakage into sewer pipes disrupts the treatment process, and the state is imposing more stringent requirements. Michael plans to discuss how each district is budgeting for I&I remediation at the Q1 meeting in 2026.

**8. Resolution 2025-11-04 JFOC Approval for Plant Manager to sign FCS Proposal to Evaluate Regional Water Alternatives**

Michael Brack explained this proposal was to research third-party management options for the plant, rather than having one sanitation district manage the plant for all districts. This would explore what management could look like from organizational, HR, and accounting perspectives. The proposal would examine different structures, including having the superintendent report directly to the JFOC with administrative support.

Adam Cwiklin motioned to approve Resolution 2025-11-04 JFOC Approval for Plant Manager to sign FCS Proposal to Evaluate Regional Water Alternatives Melinda McWilliams seconded the motion. The motion passed unanimously.

**9. Resolution 2025-11-01 JFOC Approval of New General Counsel for the UFVWWTP**

Michael Brack presented the proposal for new general counsel. He noted that as per the JFOC agreement, approval is required to enter into an agreement for general counsel. The proposal emphasizes that all three sanitation districts are joint clients, and communication requires either the sanitation manager or individual sanitation attorney to be present for calls.

The committee members confirmed their attorneys had reviewed and approved the document.

Melinda McWilliams motioned to approve Resolution 2025-11-01 JFOC Approval of New General Counsel for the UFVWWTP Art Ferrari seconded the motion. The motion passed unanimously.

**10. Adjourn**

Adam Cwiklin made a motion to adjourn Katie Soles seconded the motion. The motion passed unanimously at 4:06 p.m.

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Antoinette McVeigh, Fraser Town Clerk