

## MINUTES

Grand Valley Regional Biosolids Authority Meeting  
October 17, 2024  
1:30pm  
Water Resource Recovery Facility (WRRF)  
1300 Market Avenue SW

1. Call to Order at 1:30pm
2. Members/Alternates present: Tim Burkman, Myron Erickson, James Hurt, and Aaron Vis

**It was noted from Wyoming representatives that Aaron Vis is now the member and John Shay the alternate**

3. Approval of Meeting Minutes of September 19, 2024

Discussion commenced and a correction to the minutes offered: Item 9, "Comptrollers older than" change to "Comptrollers older then"

MOTIONED: Tim Burkman to approve the minutes as corrected

SECOND: Myron Erickson

APPROVED: Motion Carried

4. Public Comments- NONE
5. **Resolution 2025-06:** *Resolution Authorizing a Contract with Hurst Mechanical for HVAC Preventative and Repairs Services for a not to exceed amount of \$10,730*

Hurst Mechanical is the current vendor and has been doing this work for 3 years. This agreement saves 10% - it's an increase to \$10,730. Board discussed obtaining additional quotes for this work assuming this not urgent – Board directed staff to obtain two additional quotes for this work.

MOTIONED: Tim Burkman to Table this Resolution

SECOND: Myron Erickson

APPROVED: Motion Carried

6. **Resolution 2025-07:** *Resolution Authorizing a Contract with SET Environmental, Inc for Storage Tank Cleaning Services for a not to exceed amount of \$120,000.*

Staff is still waiting on a 3<sup>rd</sup> quote - SET quote was received. Amount is budgeted this clean up. Modification to resolution proposed by the Board.

MOTIONED: Myron Erickson to proposed the following modification to the Resolution:  
"Authorizing a contract for storage tank cleaning in a not to exceed amount of

\$120,000 and adjust the certification statement to current date”.

SECONDED: Tim Burkman

APPROVED: Motion carried

MOTION: Tim Burkman to approve modified resolution

SECONDED: Myron Erickson

APPROVED: Motion carried

7. Finances

- a. FY2025 Budget vs. Actual Report Sept 2024
- b. FY2025 Budget vs. Actual Report July to Sept 2024
- c. FY2025 Budget vs. Actual Report Sept 2024  
Reports received and filed

8. Updates: Operations Team – Update received and filed

- a. Land Operation Report
  - Best hauling month since April 2001. Durango is doing a great job with communication, schedule and overall work. New computer system which avoids the violations issue experience with prior vendor.
- b. Dewatering Facility Report
- c. Centrifuge Work
  - Going well
- d. Financial Summary
  - September numbers don't include Land Application; waiting for Consumer's numbers. Solid numbers are included.
  - NPDES permit renewal is up and should be submitted soon; \$75 charge for it.
- e. Donohue PO discussion:
  - Mechanics of Authorizing this contract
    - i. Discussion on RFP and invoice processing differences between Wyoming and Grand Rapids. Last study with Donohue, Wyoming coordinated the contract details and GVRBA was charged monthly.
    - ii. Wyoming has ability to expand on an existing contract. Per the minutes, this was a continuation of the contract.
    - iii. Donohue is expanding the Wyoming agreement to include both the base scope requested by Wyoming to evaluate biosolids handling and the added scope GVRBA is interested in including.
    - iv. Board members requested to have Donohue breakdown the scope of work to show Wyoming's previous contract amount then the additional cost/scope increase. Items raised as part of the contract:
      - +/- of technology gasification paralysis
      - How does it fit into a Wyoming only
      - How does it fit into a GVRBA
      - Question on contract line: "Assessment of... if Wyoming should be adding digestion or not" key study focused on the drying, which was not in the original study.
      - GR biosolid's are less costly to dry then Wyoming.
      - Break down to show which is GR and which is Wyoming.

- v. **ACTION REQUEST:** Wyoming to bring back a refined quote from Donohue with the breakdown and which purchasing policy is going to apply to review the quote with the updated scope.
    - If contract is run through GR- City Engineering department costs normally apply on projects they manage but should be minimal with no project manager assigned.
  - vi. Sept GVRBA meeting approved an amount not to exceed \$130,000.
- f. Farmer Appreciation lunch is scheduled around Christmas. Farmers were very patient and remained customers of Wyoming and GVRBA. Program started in 1974 - some of the farmers are generational that have been in the program since the beginning. GVRBA group will be included/invited.
- Land Application policy

9. Board Member Comments:

10. Date and time of next meeting – **November 21, 2024@ 1:30pm**

11. Adjournment