

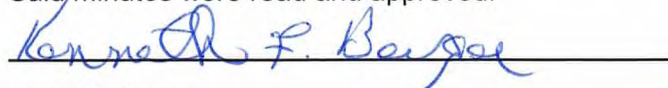
Leadville Sanitation Special Board Meeting Minutes for December 11, 2023

The Leadville Sanitation District (LSD) held its monthly board meeting at the district's office located at 911 S. Highway 24, Leadville at 3:15 pm on 12/11/2023. Board members present: Chair Ken Berger, Directors Bob Vigil, Sterling Mudge, Mike Smith and Jane Gowing. Staff present: Angelina Salazar, Office Manager; Andrea Byrnes, Office Assistance; Joe Passalacqua, B Plant Operator; Robert Pacheco, A Plant Operator; Tommy Lobatto and Tony Rivera; plant staff.

- A. Chair Berger called the meeting to order at 3:15 pm. At 3:18 pm Chair Berger motioned to move the board into Executive Session, seconded by Director Smith, all were in favor to conduct an Executive Session pursuant to Section 24-6-402(4)(f), C.R.S. for the purpose of a personnel matter regarding Robert Pacheco's application for the Plant Manager position. At 3:40 pm with no decision made, Chair Berger moved the board back into the public meeting, seconded by Director Vigil, all were in favor. Once the public portion of the meeting resumed, Chair Berger motioned, seconded by Director Smith and the board unanimously agreed that at this time, the board will not be hiring Mr. Pacheco as Plant Manager due to his short tenure with the district. However, the board would like to see him stay-on as an A operator to work with the ORC and rest of the operations staff to help develop their skill sets and assist them with preparing for the license tests. In addition, the board recommended that Mr. Pacheco obtain his Collections I level license within 6 months and Collections II within 12 months to further his future advancement at the district.
- B. Job Postings – The board discussed various job duties. Plant staff would like to see job titles, structure for leadership at the plant with job assignments, hours and scheduling. The board will consider staff's input as they move forward with updates to job descriptions, organizational chart, and staffing needs.
- C. Plant and Office Holiday Hours/Schedule-Discussed the plant work schedules, hours and holidays that are provided for in the current Employee Handbook versus proposed future handbook updates.
- D. 2024 Budget – The board continued previous budget discussions with a detailed line-to-line comparison with the last 2 years' budgets, along with specific questions for Ms. Salazar about certain line items. The board will vote on the final budget at the 12/14/2023 board meeting.
- E. Plant Logbook and Visitor Sign-in – Operator Passalacqua has implemented a new sign-in log for all plant visitors. The Plant Logbook needs to be utilized more efficiently by plant staff.

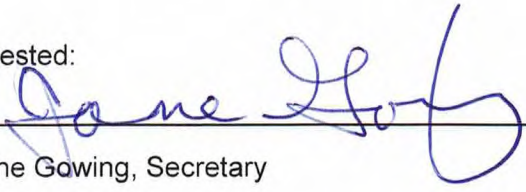
At 6:14 pm Director Mudge moved to adjourn, seconded by Director Vigil, all were in favor.

Said minutes were read and approved:



Kenneth Berger

Attested:



Jane Gowing, Secretary