

PLUM CREEK WATER RECLAMATION AUTHORITY
4255 N. US Hwy 85, Castle Rock, CO 80108
REGULAR MEETING MINUTES
Held Via GoToMeeting
November 20, 2020

CALL TO ORDER:

7:35 a.m.

ATTENDEES:

Jim Worley and Mark Marlowe, Board Members; Tim Friday and Dick Munday, Alternate Board Members; Wes Martin, Authority Manager; Kirby Clark, Assistant Authority Manager; Lissa Oelkers, Director of Administrative Services; Patou Griggs, Industrial Pretreatment Coordinator; Kim Mathews, Administrative Assistant; Natalie Hopkins, Administrative Assistant; Darryl Farrington, Semple, Farrington, Everall & Case, PC.

ANNOUNCEMENT OF QUORUM:

Quorum present.

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

Dir. Marlowe moved to approve the agenda. Alt. Munday seconded the motion. The motion was unanimously approved.

PUBLIC HEARING – PROPOSED 2021 BUDGET:

PUBLIC COMMENT:

The Budget Hearing was opened for Public Comment at 7:35AM. Hearing none, the Public Hearing was closed at 7:36AM.

ADOPT 2021 BUDGET:

Mr. Martin noted that the budget is the same as the DRAFT budget presented at last month's meeting. However, staff has not received an update for the property and liability insurance but feels confident in the budgeted expenditure based on communication with the Pool.

RESOLUTION 2020-2: SUMMARIZING REVENUES & EXPENDITURES AND APPROVING THE 2021 BUDGET

Dir. Marlowe moved to approve Resolution 2020-2: Summarizing Revenues & Expenditures and Approving the staff recommended 2021 Budget. Alt. Munday seconded the motion. The motion was unanimously approved.

RESOLUTION 2020-3: APPROPRIATING FUNDS FOR THE 2021 BUDGET

Dir. Marlowe moved to approve Resolution 2020-3: Appropriating Funds for the 2021 Budget. Alt. Munday seconded the motion. The motion was unanimously approved.

ACTION ITEMS:

MINUTES OF OCTOBER 27, 2020 REGULAR BOARD MEETING:

Dir. Marlowe moved to approve the minutes of the October 27, 2020 regular board meeting. Alt. Munday seconded the motion. The motion was unanimously approved.

PAYABLES FOR THE PERIOD ENDING OCTOBER 31, 2020:

Mr. Martin noted one out of the ordinary expense to GEI in the amount of \$25,128.50 for the reuse reservoir project, all other expenditures being standard. Dir. Worley moved to approve the October 31, 2020 payables for PCWRA in the amount of \$338,787.30 and the 3.0 Capacity Expansion expenditures in the amount of \$750,385.28. Dir. Marlowe seconded the motion. The motion was unanimously approved.

HAYNIE & CO. 2020 AUDIT ENGAGEMENT:

Mr. Martin noted that the purpose of this letter is to gain Board approval to utilize Haynie & Co. for the 2020 financial audit. Haynie & Co. has continuously provided PCWRA with excellent technical support and assistance while delivering an above satisfactory product. Dir. Worley inquired how long Haynie & Co. has performed the financial audit while noting some entities change every few years to maintain integrity. Discussion ensued with Ms. Oelkers noting that Haynie & Co. brings in different staff each year. Mr. Farrington also noted some clients use the same auditor year after year. The board responded positively stating the changing audit team satisfies any concern. Dir. Worley moved to approve the Haynie & Co. 2020 Audit Engagement letter. Dir. Marlowe seconded the motion. The motion was unanimously approved.

OTHER ACTION ITEMS:

None.

DISCUSSION ITEMS:

3.0 EXPANSION PROJECT UPDATE:

Mr. Martin noted that due to many positive COVID-19 tests among the construction and electrical crews, causing staffing issues, there has been a delay in the project. The engineering issues associated with the hydraulic system for the ATAD feed pumps is currently being resolved. Mr. Martin noted that he has requested that Burns & McDonnell cover the costs of change orders due to this error, however the outcome is unknown at this time.

With the delays in the project, final completion is expected at the beginning of January 2021. Mr. Martin is hopeful that the project will remain within allocated funds.

REUSE RESERVOIR UPDATE:

The engineering has reached 100% and there is still approximately \$20,000.00 remaining from budgeted funds. GEI is working on a proposal for engineering design to deliver raw water to the reservoir.

HAZARDOUS HOUSEHOLD ROUND-UP:

Mr. Griggs explained that Tri-County is planning to host pop-up events based on appointment only as well as appointment only pick-ups from residences. This is to be ongoing until June of 2021. Mr. Martin is seeking approval from the Board to continue supporting this effort and noted the expenditure has been included in the budget for 2020 and 2021 as it is of value to PCWRA and protecting the plant. PCWRA has been a main contributor along with Douglas County and Highlands Ranch Metro District. After some discussion, the board stated by consensus that they are comfortable with continuing the effort.

PCWRA REAL TIME EFFLUENT FLOW TO CDPHE CONTRACT:

The CDPHE has requested gathering real-time data of the effluent from PCWRA. The current augmentation system is not set up to provide this data. Staff will need to purchase specialized satellite equipment as well as a support/maintenance contract with the vendor used by the CDPHE. There are not yet finalized costs, but the vendor estimates the equipment to cost approximately \$3,500.00 with an annual charge of \$750.00 to maintain the contract and support of the equipment.

MANAGEMENT REPORT:

TENORM

PCWRA sent a letter to the Board of Health applauding Jim Grice, Radiation Program Manager, and his team's effort in working with stakeholders through the TENORM rulemaking process and working with the guidance process.

The Colorado Water Utility Council and Colorado Wastewater Utility Council participated in a conference call with Mr. Grice to discuss concerns that the members brought to the council's attention. Some of the landfills are considering increased testing requirements and updating levels that they will accept based on the required CDPHE TENORM rule. Mr. Grice has staff working with the landfills that accept Radium 228 and 226 in order to work through these issues. Upon further testing, certain levels of uranium are affecting radium analysis.

Plant Updates

Mr. Clark has completed the conversion of the data management system to the new Hach WIMs system. The move from a proprietary system will ensure the ability to provide reports and maintain all lab data for years to come and marks a positive step in the strategic plan implementation.

The plant is currently experiencing an upset. The ability to configure secondary clarifier operation provided in the 2009 project has allowed operations to maintain permit compliance during this time.

Veris Update

Denali Water Solutions has acquired Veris Environmental as of October 27, 2020. Management met with Denali's President, Jeffrey LeBlanc on November 12, 2020. They do not expect any changes for 2021 with the costs and hauling remaining the same. Denali and Veris are also working on the sale of Veris' portion of Pankake Ranch which could affect operations at the ranch. Mr. Martin noted that considerations for PCWRA's portion of the ranch may need to be brought to the board in the future.

Developer Request for Sewer Services

PCWRA was contacted by a new development about providing sewer services located on Daniels Park road. This development would include approximately 53 homes. Mr. Martin recommended they contact both CPNMD and CPMD as they would likely have to tie into the combined sewer line. Additionally, we requested the members to keep him informed of any conversations regarding modifications to the combined sewer. Discussion ensued among the Board.

PINE CANYON:

Pine Canyon has been given direction from the CDPHE regarding the creation of a special district. Pine Canyon requested the Chatfield Watershed Authority halt all work on the site application.

Mr. Martin noted that during PCWRA's request for permit prioritization the Division brought up the fact that a new point source is being looked at in the watershed, which may affect PCWRA's discharge permit. PCWRA attorney, Gabe Racz, will follow up with the Division.

EXECUTIVE SESSION:

At 8:20 a.m. Dir. Marlowe moved to enter into Executive Session for Board input into the Authority Manager annual review as authorized by CRS 24-6-402(4)(f), personnel matters. Alt. Munday seconded the motion. The motion was unanimously approved. Executive session attendees included Jim Worley and Mark Marlowe, Board Members and Dick Munday, Alternate Board Member. At this time, Darryl Farrington, Semple, Farrington, Everall & Case P.C. and Tim Friday, Alternate Board Member exited the meeting. Executive Session was adjourned at 8:30 a.m.

ADJOURNMENT

The next PCWRA Board Meeting is scheduled for December 18, 2020 at 7:30 a.m. There being no further business to come before the board, Dir. Worley declared the regular meeting adjourned at 8:33 a.m.

 For
Mark Marlowe, Secretary/Treasurer