

PLUM CREEK WATER RECLAMATION AUTHORITY
4255 N. US Hwy 85, Castle Rock, CO 80108
REGULAR MEETING MINUTES
January 28, 2020

CALL TO ORDER:

7:30 a.m.

ATTENDEES:

Jim Worley and Mark Marlowe Board Members; Tim Friday and Rick Huser, Alternate Board Members; Wes Martin, Authority Manager; Kirby Clark, Assistant Authority Manager; Lissa Oelkers, Director of Administrative Services; Natalie Hopkins, Administrative Assistant; Darryl Farrington, Semple, Farrington, Everall & Case, PC; Burt Knight, Castle Pines Metropolitan District.

ANNOUNCEMENT OF QUORUM:

Quorum present.

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

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

ACTION ITEMS:

RESOLUTION 2020-1:

Dir. Worley asked for clarification on what changes were made to the time and place of the board meeting. Mr. Martin noted that the change reflects posting the Board Notice and Agenda on the PCWRA website only except that if the internet were to fail, a back-up physical posting location is required. The back-up location would be on-site at PCWRA. Mr. Farrington stated that only one back-up posting location is required. Dir. Worley moved to approve the resolution. Dir. Marlowe seconded the motion. The motion was unanimously approved.

MINUTES OF DECEMBER 19, 2019 REGULAR BOARD MEETING:

Dir. Marlowe moved to approve the minutes of the December 19, 2019 regular board meeting. Alt. Huser seconded the motion. The motion was unanimously approved.

PAYABLES FOR THE PERIOD ENDING DECEMBER 31, 2019 AND JANUARY 1, 2020:

While reviewing the payables, Mr. Martin called attention to the following expenditures: Employer's Council in the amount of \$3,417 for an employee ethics training and monthly payroll support; Goble Sampson and Associates in the amount of \$17,640.00 for new chemical feed pumps. Dir. Marlowe noted a discrepancy in the totals for Black Hills Energy and Browns Hill Engineering on the expenditure summary page. Ms. Oelkers excused herself from the meeting at 7:35AM to review the proper documentation to ensure the totals were correct.

Ms. Oelkers returned to the meeting at 7:52AM with corrected totals for Black Hills Energy and Browns Hill Engineering. While the two individual line items were incorrect, the overall total was accurate.

Dir. Marlowe moved to approve the December 31, 2019 and January 1, 2020 PCWRA payables in the amount of \$299,229.83 and the 3.0 Capacity Expansion expenditures of \$1,705,432.91. Alt. Huser seconded the motion. The motion was unanimously approved.

OTHER ACTION ITEMS:

None.

DISCUSSION ITEMS:

3.0 EXPANSION PROJECT UPDATE:

Mr. Martin noted that there are issues with completing the cinder block application for building 8 which is the new headworks building. Daily monitoring has been required in order to ensure accuracy in the structure and grout. There is potential for a change order regarding electrical, however PCWRA is awaiting the cost information to present to the board.

Dir. Marlowe requested an update on the schedule of project completion to which Mr. Martin responded that the schedule has yet to be finalized due to the pending feedback regarding electrical. The Board presented interest in facility tours upon completion including a potential grand opening to invite local elected officials, council, board members and commissioners. Mr. Martin stated that the goal for project completion is November or December of 2020. Upon completion he plans to host tours with a designated tour path which contains visual presentations of processes and equipment accompanied by a member of the plant staff.

MANAGEMENT REPORT:

Staffing

Mr. Martin reported that Patou Griggs, who was hired as an Industrial Pretreatment Inspector, was offered the position of Industrial Pretreatment Coordinator upon the previous Coordinator's departure. Mr. Griggs has accepted the offer and brings valuable experience to the position and PCWRA. Additionally, an Administrative Assistant has resigned as of January 10, 2020. This position has been posted and many applicants have responded. Mr. Martin noted that this staffing change has caused a pause in succession planning for the admin department. He also reported that the position for Industrial Pretreatment Inspector has been posted and PCWRA is receiving applications to fill this position.

Red Hawk Reuse

Mr. Martin reported that vendors are on site for valve startup operation for the Red Hawk Golf Course. Browns Hill will be completing the programming; however, flow will not be tested due to the icy state of the pond.

CDPHE

Mr. Martin reported that many utilities were not made aware of workgroups regarding greenhouse gases, so there was little time to generate comments to submit. However, PCWRA will be participating in workgroups as this will have a direct effect on wastewater utilities with potentially significant reporting and emissions requirements. Dir. Marlowe requested more information regarding the parameters of this issue and whether it was a bill or passed regulation. Mr. Martin communicated that comments for the draft bill were closed and submitted as of yesterday in hopes to have it moved to the legislature quickly. He clarified that greenhouse gases relate to wastewater emissions, including methane discharge.

Mr. Martin referenced House Bill 20-1119 and its direct relation to PFAS/PFOA. He noted that with such short notice, utilities and the Wastewater Utility Council were again unable to comment. Common concerns among the utilities are the classifications being designated that could have negative effects on wastewater facilities. The state is seeking to implement their own rules and regulations regarding PFAS/PFOA and PCWRA is participating in workgroups regarding these matters. Mr. Martin noted that PCWRA is still coordinating with Vranesh & Raisch, Centennial and the CDPHE on temporary modifications for temperature. PCWRA is hopeful that a five-year extension will be granted with site-specific standards to follow.

Reuse Reservoir

Mr. Martin reported that Request for Proposals were sent out for the rehabilitation of the reservoir and building a new reuse pump station. The pre-proposal meeting is scheduled for this Friday.

Industrial Pretreatment

Mr. Martin communicated to the board that PCWRA met with Jamie Overgaard and Jennifer Chipman from Kennedy Jenks to discuss the PCWRA industrial pretreatment permitting process. Kennedy Jenks has performed similar work with other local utilities and are confident that a program could easily be implemented at PCWRA. One area of improvement would be a better way for customers to pay fees. Discussion ensued regarding the requested scope of work. Mr. Martin stated that within the proposal, PCWRA has requested Kennedy Jenks to implement the new process by educating customers on the new permitting, and rules and regulations.

ANNUAL PERMIT REVIEW:

A request came from the board to provide an annual review of the plant permit with information on how the plant is performing. Mr. Martin requested discussion from the board as to what they would like to see reported and how often. The Town of Castle Rock is interested in what is currently sampled and what results are obtained throughout the plant as they will be implementing indirect reuse in October of this year and are considering direct potable reuse in the future. This data will help the Town identify options for managing the quality of reuse water in the future. The board generally agreed an annual report of the sampling results and permit would be useful.

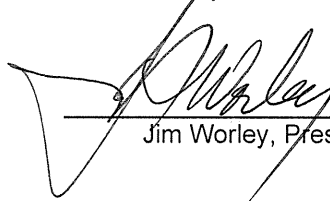
Dir. Marlowe requested clarification on the Town's stated capacity in the management report and if it includes capacity purchased from PCWRA. Mr. Martin will review and report back.

OTHER DISCUSSION ITEMS:

None

ADJOURNMENT

There being no further business to come before the board, Dir. Worley declared the regular meeting adjourned at 8:05 a.m.



Jim Worley, President