

**PLUM CREEK WATER RECLAMATION AUTHORITY**  
**4255 N. US Hwy 85, Castle Rock, CO 80108**  
**REGULAR MEETING MINUTES**  
**\*Held in person and GoToMeeting\***  
**November 20, 2024**

**CALL TO ORDER:**

7:31 a.m.

**ATTENDEES:**

Mark Marlowe, Joshua Shackelford and Nathan Travis, Board Members; Evan Person, Alternate Board Member; Wes Martin, Authority Manager; Kirby Clark, Assistant Authority Manager; Alyse Billick, Administrative Assistant; Darryl Farrington, Semple, Farrington, Everall & Case, PC; Cassie Vetter, Castle Pines Metropolitan District Board Member

**ANNOUNCEMENT OF QUORUM:**

Quorum present.

**APPROVAL OF AGENDA:**

Mr. Martin informed the board that additional action item "First Amendment to Amended and Restated Lease and Operator Agreement for the Pankake Ranch, will be added to the agenda.

Dir. Shackelford moved to approve the agenda as amended. Dir. Marlowe seconded the motion. The motion was unanimously approved.

**PUBLIC COMMENT:**

**Attendees:** None.

**ACTION ITEMS:**

**"FIRST AMENDMENT TO AMENDED AND RESTATED LEASE AND OPERATOR AGREEMENT" FOR THE PANKAKE RANCH:**

Mr. Martin provided the history of Pankake Ranch, including the lease and operator agreement between Centennial Sanitation, TerraGro and PCWRA. The lease is currently in the five-year renewal process with Denali who now manages the ranch after TerraGro Farms disbanded. He emphasized the agreement does not affect the biosolids hauling agreement and is strictly regarding the land management agreement. Discussion ensued regarding the future of the property and research to discover whether there is still value in owning farmland. Dir. Marlowe moved to approve the First Amendment to Amended and Restated Lease and Operator Agreement for Pankake Ranch. Dir. Shackelford seconded the motion. The motion was unanimously approved.

**MINUTES OF OCTOBER 23, 2024 REGULAR BOARD MEETING:**

Dir. Shackelford moved to approve the minutes of the October 23, 2024 regular board meeting. Dir. Travis seconded the motion. Dir. Marlowe abstained from the motion. The motion passed.

**PAYABLES FOR THE PERIOD ENDING October 31, 2024:**

Mr. Martin highlighted the payment of \$32,575.00 to Browns Hill Engineering for VFD replacements; the headworks door and frame replacement to Door Specialties for \$5,900.00; boiler repairs to Frontier Mechanical for \$19,956.89 and \$7,611.00 to Grasmick Electric for new lights over the centrate tank. Mr. Martin requested approval for the October 2024 payables totaling \$483,814.96. Dir. Marlowe moved to approve the payables as described by Mr. Martin. Dir. Shackelford seconded the motion. The motion was unanimously approved.

**OTHER ACTION ITEMS:**

None.

**DISCUSSION ITEMS:**

**INDUSTRIAL PRETREATMENT UPDATE:**

Mr. Clark informed the board that most of the businesses discussed at the previous board meeting have been working with staff to come into compliance with PCWRA's Rules and Regulations.

**REUSE RESERVOIR:**

Staff and Mr. Farrington are in the process of researching revenue bonds for the reservoir project as well as conventional loans.

**MANAGEMENT REPORT:**

Plant Updates

Due to the heavy storm and freezing conditions, the repairs and inspections of Ditch 1 and 3 have been put on hold until Spring.

An insurance settlement was recently reached for replacement of the HVAC unit on the headworks that caught fire in the spring. Temporary heating has been installed in the building due to long lead times for a replacement unit.

The Assistant Director of Administrative Services position has been reposted, but all other positions have been filled.

The engineer and contractor interviews for the Sedalia lift station were held on October 25, 2024. Mr. Martin, Castle Rock Water, CORE, and Sedalia attended the meeting which included searching for a suitable site to build the lift station. Dir. Marlowe informed the board that Castle Rock Water will be issuing a contract to build the lift station to SJ Lewis for \$600,000.00.

The Colorado Parks and Wildlife Commission approved the \$2.00 Chatfield State Park water quality fee, which will take effect January 1, 2025. These funds will go to the Chatfield Watershed Authority and help with projects and legislation.

CDPHE Update

The Colorado Department of Public Health & Environment (CDPHE) is working on updating the Water Quality Roadmap. Their primary focus is the National Water Research Institute (NWRI) feasibility study. There has been pressure put on the CDPHE from stakeholders by contacting Colorado Senator Kirkmeyer, District 23. Staff will meet with Vranesh and Raisch to discuss potential future permitting and the current rated capacity, which does not include the most recent expansion and prevents the planning of future projects.

**OTHER DISCUSSION ITEMS:**

None.

**EXECUTIVE SESSION**

Dir. Shackelford moved to enter into Executive Session to discuss board input into the Authority Manager annual review as authorized by CRS 24-6-402(4)(f), personnel matters. Dir. Marlowe seconded the motion. The motion was unanimously carried. The Executive Session began at 8:15 a.m. Attendees included Dir. Marlowe, Dir. Shackelford, Dir. Travis and Alt. Person.

Executive Session CRS 24-6-402(4)(f) concluded at 8:23 a.m.

**ADJOURNMENT**

There being no further business to come before the board, Dir. Travis declared the meeting adjourned at 8:24 a.m.

  
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Nathan Travis, President