

PLUM CREEK WATER RECLAMATION AUTHORITY
4255 N. US Hwy 85, Castle Rock, CO 80108
REGULAR MEETING MINUTES
Held Via GoToMeeting
December 18, 2020

CALL TO ORDER:

7:30 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; Kim Mathews, Administrative Assistant; Natalie Hopkins, Administrative Assistant; Darryl Farrington, Semple, Farrington, Everall & Case, PC; Mark Carlson, T. Charles Wilson (Exited 7:46 a.m.); Jim Walker, Pine Canyon.

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.

ACTION ITEMS:

MINUTES OF NOVEMBER 20, 2020 REGULAR BOARD MEETING:

Dir. Marlowe moved to approve the minutes of the November 20, 2020 regular board meeting. Alt. Munday seconded the motion. The motion was unanimously approved.

PAYABLES FOR THE PERIOD ENDING OCTOBER 31, 2020:

Mr. Martin reviewed the following expenses: GEI in the amount of \$22,646.00 for the remainder of the reuse reservoir project engineering, JWC Environmental in the amount of \$24,338.00 to purchase a Muffin Monster grinder for the rotating drum thickeners, and PCWRA's annual contribution to the Hazardous Household Waste Round-up to Tri-County in the amount of \$33,000.00. Alt. Munday moved to approve the November 30, 2020 payables for PCWRA in the amount of \$444,972.07 and the 3.0 Capacity Expansion expenditures in the amount of \$625,773.42. Dir. Marlowe seconded the motion. The motion was unanimously approved.

2021 PROPERTY & LIABILITY INSURANCE:

Mr. Carlson noted there were not many changes from 2020 to 2021. As PCWRA's insurance broker, Mr. Carlson chose not to go out to market due to PCWRA's history with the Pool and all the new construction. He and staff determined it would be a much smoother transition, as new equipment is brought on replacing the old, to work with the Pool. Additionally, it did not seem worth the effort this year as a quote was obtained last year from One Beacon, but they were unable to provide the flood insurance levels that PCWRA prefers. T. Charles Wilson is aware of the expansion and the necessary changes were made for the 2021 policy. As the expansion project nears completion, Mr. Carlson does not foresee any trouble with transitioning new equipment to the policy and will work closely with staff. Dir. Worley inquired as to who was currently covering equipment that has not yet been transitioned to which Mr. Carlson stated that the builder's risk insurance is currently covering these and will be covered by the Pool upon completion. Management also signed a Maintenance Warranty per Mr. Carlson's

recommendation, and confirmation from the Pool, which states PCWRA maintains all piping, manholes, etc. to a certain specification. Discounts to premiums are provided through the Pool for this and other such Warranties. PCWRA has agreed to these Warranties after review with Mr. Carlson and the Pool. Additional discounts come from utilizing the Pool for Workers Compensation Insurance as well.

There was a significant increase in the 2021 Worker's Compensation premium due to injury claims within the last year that resulted in a higher experience modification of 1.41. This will affect the premium for the next three years until the claims are removed from the rolling average.

Alt. Munday moved to approve the 2021 Property & Liability and Worker's Compensation insurance. Dir. Marlowe seconded the motion. The motion was unanimously approved. Mr. Carlson excused himself from the call.

RATIFY THE CAKE COMPANY AGREEMENT:

Mr. Martin noted that The Cake Company has signed an agreement to install a grease interceptor with large enough capacity for their operations as well as their second business, Lost Coffee. The agreement provides deadlines for design and installation. Discussion ensued. Dir. Marlowe moved to ratify The Cake Company agreement. Alt. Munday seconded the motion. The motion was unanimously approved.

DESIGNATE OFFICIAL 2021 BOARD OFFICERS:

Dir. Marlowe moved to maintain Board Officers in their current roles. Alt. Munday seconded the motion. The motion was unanimously approved.

OTHER ACTION ITEMS:

None.

DISCUSSION ITEMS:

3.0 EXPANSION PROJECT UPDATE:

Mr. Martin stated that COVID-19 has held up progress with construction. Although construction of the main processes is now completed, staff is working with Moltz Construction and equipment vendors to complete the start-up of the new equipment as well as managing all issues, which is expected to continue into January.

The ATAD start-up is going slower than anticipated due to the hydraulic issue with the feed system. Now that the feed system has been relocated, it is working well, and staff is hopeful to absorb the costs and not require a request for additional funds. Modifications have occurred, or are scheduled, for the step screens, influent process channels, and the flumes which may resolve the hydraulic issues.

There has been a noticeable odor from ATAD startup resulting in calls from neighbors as well as the Castle Pines Metro District. Staff suspects that the odor is coming from the odor control system because the odor is not present in the sludge. However, staff is working diligently to correct the issue and it is not anticipated to be an ongoing issue.

Mr. Martin noted that due to the errors in the design and the change orders required, Burns & McDonnell will remain onsite for construction management at no cost to PCWRA. Dir. Marlowe inquired as to whether or not staff was unhappy with the work done by Burns & McDonnell to which Mr. Martin responded that while staff is happy with the construction management, they are unhappy with the hydraulic calculations.

A full start-up will not take place until after the holidays as staff feels that switching fully to the new process, with only one treatment option during such a busy and unpredictable time, would not be ideal. Staff is hopeful that the new headworks will be fully functional, as well as all other processes by early January.

Discussion ensued as the board inquired about effluent quality and new equipment utilization.

REUSE RAW WATER LINE UPDATE:

Mr. Martin introduced GEI's proposal for use of the current pump station and reservoir to deliver raw water to members. The engineering is anticipated to cost approximately \$45,000.00 and the construction management to cost approximately \$58,000.00. Mr. Martin proposed that the Board schedule a work group for a combined effort to develop a plan regarding this project.

MANAGEMENT REPORT:

Rate Model Update

Mr. Martin stated that Stantec is beginning work on updating PCWRA's rate model. The new model will allow for better presentations while greatly improving the model's functionality. Quality control and training is included in the agreement. This model will still maintain WEF and AWWA requirements while being more user friendly and require less time from staff for updates.

Plant Updates

Mr. Martin noted that the plant's November influent loading has increased by approximately 20% since November of 2019. He praised his staff for working through upsets and continuing to alter operations to bring new processes online, while still meeting permit requirements. There has been a BOD increase which could be attributed to COVID-19 and residents not traveling, however the exact cause is unknown.

CDPHE Update

The Water Quality Control Division has begun furloughing staff due to budget constraints. The Division brought on approximately 1000 new staff members to handle the COVID-19 response. Permitting has been hit the hardest by these budget cuts which could result in a delay in responding to permitting inquiries and concerns.

The Division's COVID-19 wastewater study identified a strong correlation between wastewater data and clinical data in the areas where they have been collecting samples. The data will be made available to the public soon, however no exact date has been provided. Mr. Martin noted that since PCWRA was not selected for this study, staff is intending to participate in the WEF study that is currently awaiting funding.

The division is sending out PFAS certifications to all facilities for monitoring requirements and potential enforcement actions. There could also be consequences for those who did not respond or provide data for the survey. Mr. Martin noted that some communities may be upset based on results in the published map of impacted areas. It was noted that those who did not respond or responded with 'N/A', were listed as being an impacted area. The board requested that Mr. Martin email them the referenced map.

Changes to Regulation 100 (Water and Wastewater Facility Operators Certification Requirements), will result in revisions to reciprocity requirements. The new requirements will make it difficult and less attractive for operators wishing to move to Colorado. Mr. Martin noted that this could target states that do not use ABC testing and, when moving to Colorado, operators will only get one chance to pass the test or will have to start over at the lowest certification level.

The TENORM rule was adopted on November 18, 2020 and will be effective January 14, 2021. The requirements and provisions are enforceable by July 14, 2022. Staff will contract with Rad Pros for the creation and implementation of the plant's radiation program. This will also allow the plant to become compliant while working through the guidance document process.

Leadville Sanitation District received their permit including Inflow & Infiltration and has been given four years to implement. The Division is including these types of I&I requirements in the majority of new permits. Mr. Martin noted that he will be working with several utilities on an organized response to how the Division could better approach I&I. A meeting is being scheduled with other Colorado utilities and Meg Parish to discuss real world scenarios and present data to show that what they are proposing in these requirements is extreme.

The Division is hiring a facilitator for meetings regarding Regulation 208 issues and the meetings will be announced next year.

USGS Station

Mr. Martin informed the board that the USGS contract ends in 2021, therefore he is considering a contract with CDPHE for stream flow monitoring rather than USGS. The state will visit the site bi-weekly and have a better

system set-up at a significant reduction in costs. Discussion ensued regarding the involvement of the members as well as other entities.

INDUSTRIAL PRETREATMENT APPROVED PROGRAM:

Mr. Martin noted that staff has been in contact with Curt McCormick, who used to be in charge of the EPA Region 8 enforcement, to identify Local Limits as well as the potential to develop an Approved Program. PCWRA is not required to have an Approved Program based on the current requirements and industry. However, the potential for members utilizing DPR (direct potable reuse) could create the requirement for an enhanced Approved Program. Mr. McCormick's suggestion is to develop a program but not submit it to the EPA. Although expensive, this would allow PCWRA to have a program ready to go when the need does arise. Upon discussion, the board was interested in seeing an outline of the proposed work from Mr. McCormick which presents what PCWRA has, what is needed, and how much it would cost to develop. Mr. Martin responded that the cost for Mr. McCormick's expertise for development would be approximately \$100,000 and that he will request Mr. McCormick to provide a presentation to the board.

PINE CANYON:

The Chatfield Watershed Authority is planning to send a letter to the Division, prepared by Laura Chartrand, requesting the Division evaluate consolidation. This is not in response to the Division's questions, but rather an additional letter to discuss this issue.

OTHER DISCUSSION ITEMS:

None.

EXECUTIVE SESSION:

At 8:33 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. Mr. Martin entered the Executive Session at 8:46 a.m. Executive Session was adjourned at 8:59 a.m.

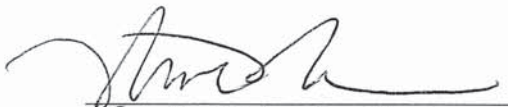
ADDITIONAL ACTION ITEMS:

AUTHORITY MANAGER CONTRACT AMENDMENT:

Dir. Marlowe moved to approve a one-year contract extension for Mr. Martin with a designated salary increase. Alt. Munday seconded the motion. The motion was unanimously approved. Mr. Worley congratulated Mr. Martin on behalf of the Board.

ADJOURNMENT

The next PCWRA Board Meeting is scheduled for January 26, 2021 at 7:30 a.m. There being no further business to come before the board, Dir. Worley declared the regular meeting adjourned at 9:02 a.m.


For Jim Worley, President