

PLUM CREEK WATER RECLAMATION AUTHORITY
4255 N. US Hwy 85, Castle Rock, CO 80108
REGULAR MEETING MINUTES
Held in person and GoToMeeting
December 18, 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; Lissa Oelkers; Director of Administrative Services; Alyse Billick, Administrative Assistant; Darryl Farrington, Semple, Farrington, Everall & Case, PC; Roy Gallea, Castle Rock Water

ANNOUNCEMENT OF QUORUM:

Quorum present.

APPROVAL OF AGENDA:

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

PUBLIC COMMENT:

Attendees: None.

ACTION ITEMS:

MINUTES OF NOVEMBER 20, 2024 REGULAR BOARD MEETING:

Dir. Shackelford moved to approve the minutes of the November 20, 2024 regular board meeting. Dir. Marlowe seconded the motion. The motion passed.

PAYABLES FOR THE PERIOD ENDING NOVEMBER 30, 2024:

Mr. Martin highlighted the payment of \$13,600.00 to Industrial Service Solutions for a full motor recondition on a Turblex blower; as well as \$5,775.00 to Teledyne Isco for a portable sampler. Mr. Martin requested approval for the November 2024 payables totaling \$579,899.29 which included payables due at the beginning of January and in the 2025 payables. Dir. Marlowe moved to approve the payables as described by Mr. Martin. Dir. Shackelford seconded the motion. The payables were unanimously approved.

DESIGNATE OFFICIAL 2025 BOARD OFFICERS:

Mr. Martin reminded the board that positions are usually rotated each year. Therefore, Dir. Marlowe will be President; Dir. Travis will be Secretary; and Dir. Shackelford will be Vice President.

Dir. Shackelford moved to approve the assigned officer roles for 2025. Dir. Marlowe seconded the motion. The motion passed.

RESOLUTION 2024-3 DESIGNATING MEETING DATES, TIMES, AND PUBLIC POSTING OF NOICE FOR 2025:

Discussion ensued regarding any conflicts. Mr. Martin stated the board had requested to forgo the December 2025 meeting due to the holidays. The December meeting will be evaluated closer to the end of the year, a decision will be made based on business at hand.

Dir. Marlowe moved to approve Resolution 2024-3 Designating Meeting Dates, Times, and Public Posting of Notice for 2025. Dir. Shackelford seconded the motion. The resolution was unanimously approved.

OTHER ACTION ITEMS:

None.

DISCUSSION ITEMS:

INDUSTRIAL PRETREATMENT UPDATE:

Mr. Clark provided an update on the businesses still out of compliance with PCWRA's Rules and Regulations. Most businesses are cooperating with staff but two have been given a February 1st deadline to comply. Mr. Martin stated he met with the Castle Pines North Mayor, Tracy Engerman and City Manager, Michael Penny to discuss coordination of PCWRA's Industrial Pretreatment process with their building department. Staff also met with the Castle Rock Outlets management group to discuss their potential expansions.

REUSE RESERVOIR:

Staff is researching financing options and spoke to a few vendors at a recent conference. Mr. Farrington has also researched alternatives to fund the project.

MANAGEMENT REPORT:

Plant Updates

Browns Hill has been on site replacing all return activated sludge (RAS) and two waste activated sludge (WAS) variable frequency drives (VFDs) that are now obsolete.

The gearbox for the oxidation ditch drum mixer returned onsite yesterday and is currently being reinstalled.

Moltz is currently working on the recirculation project for the autothermal thermophilic digestion (ATAD) system, which will allow staff to recirculate the system to prevent buildup of deposits and crystallization within the piping with less operational impacts that can result in an increase in odors.

Tecta America is currently onsite replacing the roof on Building 7, which may be completed on Thursday.

CDPHE Update

The Colorado Department of Public Health & Environment (CDPHE) is requesting a 14% increase in clean water fees which will be discussed at a hearing that is being held today with expected questioning from Senator Kirkmeyer. The CDPHE was originally asking for a 200% increase in fees, but stakeholders discovered that only 14% is allowed. However, this will not help reduce the permit backlog and only maintain current operations.

The Colorado Wastewater Utility Council (CWWUC) has a meeting scheduled in January with Nicole Rowan and Nathan Moore, Water Quality Control Division, to discuss how to move forward with the current permit backlog. If an agreement is not met, it may result in potential legislative actions.

Mr. Martin then informed the board that he received a letter stating that the attorneys who represent PCWRA are no longer at Vranesh and Raisch. It would be beneficial to maintain a relationship with these attorneys, as they are active members of the CWWUC and very knowledgeable of the current water litigation.

OTHER DISCUSSION ITEMS:

None.

EXECUTIVE SESSION

Dir. Marlowe 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. Shackelford seconded the motion. The motion was unanimously carried. The Executive Session began at 7:52 a.m. Attendees included Dir. Marlowe, Dir. Shackelford, Dir. Travis, Alt. Person and Mr. Gallea.

Executive Session CRS 24-6-402(4)(f) concluded at 8:08 a.m.

Dir. Travis stated that items discussed during the executive session only pertained to the matter as stated going into the executive session and no actions were taken.

ADDITIONAL ACTION ITEM:

Dir. Travis opened the regular meeting at 8:09 a.m.

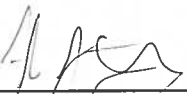
Mr. Martin, Ms. Oelkers, and Ms. Billick rejoined the meeting.

Dir. Marlowe made a motion to extend Mr. Martin's contract for two years starting January 1, 2025 and will receive a 6% salary increase for 2025 as well as a 1% bonus. Dir. Shackelford seconded the motion. The motion was unanimously approved.

Dir. Marlowe and Dir. Shackelford each commended Mr. Martin as a great leader with a team who respects him and on his performance.

ADJOURNMENT

There being no further business to come before the board, Dir. Travis declared the meeting adjourned at 8:10 a.m.



Nathan Travis, President