

PLUM CREEK WATER RECLAMATION AUTHORITY
4255 N. US Hwy 85, Castle Rock, CO 80108
REGULAR MEETING MINUTES
Held Via GoToMeeting
November 18, 2021

CALL TO ORDER:

7:33 a.m.

ATTENDEES:

Jim Worley, Mark Marlowe and Dick Munday, Board Members; Kirby Clark, Assistant Authority Manager; Lissa Oelkers, Director of Administrative Services; Lucinda Young, Administrative Assistant; Darryl Farrington, Semple, Farrington, Everall & Case, PC; Bob Neal, Dominion Water & Sanitation District; and Jim Walker, Pine Canyon

ANNOUNCEMENT OF QUORUM:

Quorum present.

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

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

PUBLIC HEARING – PROPOSED 2022 BUDGET:

PUBLIC COMMENT:

The Budget Hearing was opened for Public Comment at 7:34AM. Hearing none, the Public Hearing was closed at 7:35AM.

ADOPT 2022 BUDGET:

Mr. Clark noted that the budget is the same as the DRAFT budget presented at last month's meeting with two options for the reuse rates. The board discussed the reuse rates along with the need to communicate with the golf courses, and the responsibility of the members to do so. After much discussion, the board decided to adopt the 2022 budget as presented. However, the board directed staff to provide additional information in order to finalize the reuse per thousand-gallon rate at a future board meeting. The board clarified with Mr. Farrington on the proper procedures, should the need arise, to amend the budget once a rate is approved. Discussion continued regarding the need to build capital reserves for the reuse customers to prepare for reservoir repairs and an updated stand-alone process. The board directed staff to update the Resolutions to reflect the \$2 million reuse capital replacement option and send out for signatures.

RESOLUTION 2021-3: SUMMARIZING REVENUES & EXPENDITURES AND APPROVING THE 2022 BUDGET

Dir. Marlowe moved to approve Resolution 2021-3: Summarizing Revenues & Expenditures and approving the 2022 Budget amended with the \$2M option. Dir. Munday seconded the motion. The motion was unanimously approved.

RESOLUTION 2021-4: APPROPRIATING FUNDS FOR THE 2022 BUDGET

Dir. Marlowe moved to approve Resolution 2021-4: Appropriating Funds for the 2022 Budget amended with the \$2M option. Dir. Munday seconded the motion. The motion was unanimously approved.

ACTION ITEMS:

MINUTES OF OCTOBER 26, 2021, REGULAR BOARD MEETING:

Dir. Marlowe moved to approve the minutes of the October 26, 2021, regular board meeting. Dir. Munday seconded the motion. The motion was unanimously approved.

MINUTES OF NOVEMBER 10, 2021, SPECIAL BOARD MEETING:

Dir. Munday moved to approve the minutes of the November 10, 2021, special board meeting. Dir. Worley seconded the motion. Dir. Marlowe abstained. The motion was approved.

PAYABLES FOR THE PERIOD ENDING OCTOBER 31, 2021:

Mr. Clark reported that the payables were normal monthly expenditures. The only expense of note was a manual check made out to Five Star Painting for the pre-approved capital expense to paint the exterior of several buildings in the amount of \$23,924.03.

Dir. Marlowe moved to approve the October 31, 2021, payables for PCWRA in the amount of \$332,078.11 and the 3.0 Capacity Expansion expenditures in the amount of \$1,447.98. Dir. Munday seconded the motion. The motion was unanimously approved.

OTHER ACTION ITEMS:

None.

DISCUSSION ITEMS:

REGIONAL WASTEWATER/WATER PLAN UPDATE:

Dir. Marlowe briefly updated the board stating that the proposal has been presented to the County who will continue receiving proposals through tomorrow. Thereafter, the County will begin reviewing all the proposals received.

ASSIGNMENT AND ASSUMPTION AGREEMENT:

Mr. Farrington reminded the board that they conditionally passed a Resolution last month approving Parker Water and Sanitation District (PWSD) as a new member of PCWRA, to replace Castle Pines North Metropolitan District (CPN). This is a companion document which assigns the CPN membership and interest in PCWRA to PWSD. PCWRA is not a party to this particular document. However, after the October regular board meeting, CPN's attorney contacted Mr. Farrington to request he circulate the document for signatures. Dir. Worley stated he had already circulated the document and obtained all the signatures except for Castle Pines Metropolitan District. He inquired if Dir. Munday could sign the document shortly after this meeting. Dir. Munday was agreeable to the arrangement.

MANAGEMENT REPORT:

3.0 Expansion Update

Burns & McDonnell is conducting additional testing on the TWAS system and further investigation is needed.

Parkson sent samples into the lab but have not received results to date. They expect to see results this week.

Brian Knadle with Burns & McDonnell was onsite verifying flume elevations. He went over the data with staff and is moving forward with the project. However, there are substantial lead times on the needed parts.

The fire department inspection passed, and certificate of occupancy awarded. An additional strobe light still needs to be installed; however, this does not impact the certificate of occupancy.

Mr. Clark informed the board that after seeing white smoke during the cold start-up of the generator, staff worked with Moltz and the manufacturer to include a heating unit for a smoother start-up in this cold climate. When asked about the cost, Mr. Clark stated it was considered warranty work therefore there will be no added cost to the project.

Plant Updates

Mr. Patou Griggs, Industrial Pretreatment Coordinator had a successful meeting with Castle Pines North and Ramey Environmental regarding CPN's water distribution and collection system.

Staff is working to finalize the hiring of a new Administrative Assistant.

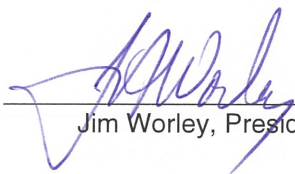
Painting of the exterior of the buildings is complete and the electrical project is scheduled to start soon.

OTHER DISCUSSION ITEMS:

None.

ADJOURNMENT

There being no further business to come before the board, Dir. Worley declared the special meeting adjourned at 8:39 a.m.



Jim Worley, President