

PLUM CREEK WATER RECLAMATION AUTHORITY
4255 N. US Hwy 85, Castle Rock, CO 80108
REGULAR MEETING MINUTES
Held in person and GoToMeeting
October 23, 2024

CALL TO ORDER:

7:33 a.m.

ATTENDEES:

Joshua Shackelford and Nathan Travis, Board Members; David VanDellen, 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; Cassie Vetter, Castle Pines Metropolitan District Board Member

ANNOUNCEMENT OF QUORUM:

Quorum present.

APPROVAL OF AGENDA:

Dir. Shackelford moved to approve the agenda. Dir. Travis seconded the motion. The motion was unanimously approved.

PUBLIC HEARING – PROPOSED 2025 BUDGET:

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

Two budgets were submitted to the board. One reflected the use of capital reserves to install a new biofilter while the other reflected utilizing the balance of the 3.0 Project escrow funds for most of the biofilter project and the balance paid out of the capital reserves. Dir. Shackelford moved to approve the second option, to utilize the balance of the escrow, and approve Resolution 2024-1 & 2: Summarizing Revenues & Expenses and Approving the 2025 Budget; and Appropriating Funds for the 2025 Budget in the amount of \$9,026,361. Dir. Travis seconded the motion. The motion was unanimously approved.

PUBLIC COMMENT:

Attendees: Phillip Sack, AE2S

No comments.

ACTION ITEMS:

MINUTES OF SEPTEMBER 25, 2024 REGULAR BOARD MEETING:

Dir. Shackelford moved to approve the minutes of the September 25, 2024 regular board meeting. Dir. Travis seconded the motion. The motion was unanimously approved.

PAYABLES FOR THE PERIOD ENDING SEPTEMBER 30, 2024:

Mr. Martin began by stating that there was a correction made to the General Air invoices resulting in the payment being \$132.57 less than originally reported in the financial report provided in the board packet. He then highlighted the payment of \$57,929.00 Browns Hill for the blower soft start replacement as well as the November SCADA; \$21,665.22 to Equipment Maintenance Technicians for repairs made to the front-end loader; the building 7 roof replacement to Tecta America Colorado for \$58,820.00 and \$10,859.80 to Trojan Technologies for UV system repairs. Mr. Martin requested approval for the September 2024 payables totaling \$593,713.24. Dir. Shackelford moved to approve the payables as described by Mr. Martin. Dir. Travis seconded the motion. The motion was unanimously approved.

BOARD MEETING DATES FOR NOVEMBER & DECEMBER:

Upon board consensus, the next board meeting will be held November 20, 2024 and the following meeting will be held on December 18, 2024.

OTHER ACTION ITEMS:

None.

DISCUSSION ITEMS:

INDUSTRIAL PRETREATMENT UPDATE:

Mr. Clark updated the board on the businesses still out of compliance with PCWRA's Rules and Regulations.

REUSE RESERVOIR:

Castle Rock Water plans to self-fund their portion of the reuse reservoir project. Mr. Martin requested direction from the other two members on how to fund their portion. The board directed staff to investigate loans or revenue bonds for the remainder.

MANAGEMENT REPORT:

Plant Updates

Cornerstone Coatings completed ditch two with approval and guarantee of the work. Staff will begin to drop ditch three to make repairs to the aeration system followed by ditch one.

The Assistant Director of Administrative Services position has been filled and at the beginning of November all departments will be fully staffed. Mr. Martin described the new hiring process and commended the consultant and stated he plans to continue the consultant's services to build on staff management skills.

Maintenance is still working with the insurance adjuster on the HVAC unit that burned down last summer on the new headworks building, which has been a challenge due to engineering questions. This may result in having to supply temporary heating due to long lead times and the insurance issues.

CDPHE Update

The Colorado Wastewater Utility Council (CWWUC) met with Colorado Senator Kirkmeyer, District 23. She is very interested in the permitting deficiencies of the Colorado Department of Public Health & Environment (CDPHE). The CWWUC will be working closely with her on a potential response and may sit on the board that questions the CDPHE's funding and operations. The Division is now 79% behind on permit renewals.

OTHER DISCUSSION ITEMS:

Mr. Martin mentioned that his new two-year contract agreement amendment does not expire until December of 2025, however a review process could be performed. Ms. Oelkers will contact Dir. Travis on his preferred process.

ADJOURNMENT

There being no further business to come before the board, Dir. Travis declared the meeting adjourned at 8:03 a.m.



Nathan Travis, President