

**PLUM CREEK WATER RECLAMATION AUTHORITY**  
**4255 N. US Hwy 85, Castle Rock, CO 80108**  
**REGULAR MEETING MINUTES**  
**\*Held in person and GoToMeeting\***  
**November 15, 2022**

**CALL TO ORDER:**

7:30 a.m.

**ATTENDEES:**

Mark Marlowe, Josh Shackelford and Nathan Travis, Board Members; Roy Gallea and Dick Munday, Alternate Board Members; 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

**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 2023 BUDGET:**

The Budget Hearing was opened for Public Comment at 7:31 a.m. Hearing none, the Public Hearing was closed at 7:32 a.m.

Discussion ensued among the board on a number of line items within the proposed budget. Specifically, Dir. Shackelford expressed concern regarding the electricity budget, questioning if it was too low. There was also discussion about the new contingency plan and how it will affect the capital and general reserves. Dir. Marlowe asked if the member's contribution to the capital replacement would be deposited in the reserve account. Mr. Martin explained that those budgeted funds, along with additional funds from the reserves, would be used for planned capital replacement purchases and the capital outlay would be used for new items to increase plant efficiency. There was also discussion about the extent of capital replacement goals with respect to PCWRA staffing levels. Mr. Clark responded by saying that much of the expense will be for specific equipment replacements rather than projects. Staff will provide the board with a list of planned replacement items. Finally, there was discussion as to whether staff should begin investing reserve funds in other areas rather than only Colotrust now that the market has improved. Staff will investigate this idea, however, PCWRA does not hold a large enough reserve to interest brokers or other entities to contract for making those investments.

Dir. Shackelford informed the board that he believes the Golf Club in the Castle Pines Metro District is in favor of the new capital replacement plan. He is working with the Country Club and requested to revisit the \$100,000 reuse capital reserves line item upon full approval from both courses. He expects all concerns to be resolved in December.

Dir. Shackelford moved to approve Resolution 2022-3 and 2022-4: Summarizing Revenues and Expenses and Approving the 2023 budget; and Appropriating Funds for the 2023 Budget, respectively, with a second concurrence vote to take place regarding the \$100,000 capital replacement for reuse to take place in December. Dir. Travis seconded the motion. The motion was unanimously approved.

**ACTION ITEMS:**

**MINUTES OF OCTOBER 25, 2022, REGULAR BOARD MEETING:**

Dir. Shackelford moved to approve the minutes of September 27, 2022, regular board meeting. Dir. Travis seconded the motion. The motion was unanimously approved.

## **PAYABLES FOR THE PERIOD ENDING OCTOBER 31, 2022:**

Mr. Martin highlighted payment of \$48,225.00 to Environmental Dynamics International for the planned capital project to improve aeration in ditch 1, which has been completed; \$53,000 to National Coatings to sand blast and repaint the drum mixers; and \$5,680.95 to Wern Air Inc. to troubleshoot HVAC issues. Dir. Shackelford moved to approve the October 2022 PCWRA payables in the amount of \$453,834.87. Dir. Travis seconded the motion. The motion was unanimously approved.

## **RATIFY APPROVAL FOR RAS PIPING MODIFICATION PROJECT:**

Mr. Martin authorized the engineering design of the RAS Piping Modification project which will help operate the treatment process more efficiently. It is important that engineering begins this year with the work continuing into the upcoming year. Dir. Shackelford moved to ratify Mr. Martin's action and to authorize proceeding with the RAS Piping Modification project contract. Dir. Travis seconded the motion. The motion was unanimously approved.

## **RATIFY APPROVAL OF REPLACEMENT PUMP PURCHASE:**

Mr. Martin took advantage of an opportunity to purchase a new 6-inch portable pump at a favorable price of \$69,843 to replace the old one from 1994. The pump in current use has begun to experience more frequent breakdowns and was previously scheduled for replacement in 2023. This pump is used around the facility and is available to the members in emergency situations. Dir. Shackelford moved to ratify the Mr. Martin's purchase of the replacement pump. Dir. Travis seconded the motion. The motion was unanimously approved.

## **OTHER ACTION ITEMS:**

None.

## **DISCUSSION ITEMS:**

### **REGIONAL WASTEWATER/WATER PLAN UPDATE:**

Castle Rock Water is currently working on an intergovernmental agreement with Douglas County Commissioners, who has stated that funds have been put aside to bring wastewater from the highway 85 corridor back to PCWRA. Castle Rock's capacity in PCWRA would be utilized to meet near term needs, with the potential for expansion requirements later, if necessary.

### **DIRECT POTABLE REUSE:**

The Water Quality Control Commission passed the regulations for DPR. Castle Rock Water is meeting with CDM Smith and plans to move forward with the yearlong testing to gather data for possible application. They are hopeful the regulations will allow a contingency approach in the event of a drought.

### **INDUSTRIAL PRETREATMENT UPDATE:**

PCWRA staff has attempted to contact the owner of Nektar Juice Bar and the owner of the property with no response from either regarding their interceptor being out of compliance with PCWRA's standards. The board directed PCWRA staff to send a certified letter to both the land and franchise owner and work with the Town staff to discuss further action.

### **REUSE RATES AND CAPITAL PLANNING:**

A meeting is scheduled with PCWRA, Castle Pines Metropolitan District and the Country Club to discuss the cost benefit adjustment and future plans for capital projects. Discussion ensued about the logistics of billing the golf courses. Dir. Shackelford reiterated his commitment to have these issues resolved in December.

## **MANAGEMENT REPORT:**

### 3.0 Expansion Update

Burns & McDonnell's membrane pilot testing is scheduled to determine if that technology will work in place of the current filters to remove the phosphorus and achieve desired levels. PCWRA is also working with Burns & McDonald, and Nexom to discuss the availability of their pilot which uses up-flow sand filters, which may give a better understanding if removal could be possible through alternative media size or bed depth.

### Plant Updates

Ron Schuyler, COWAC, held an all-day in-house training for staff regarding effective activated sludge process control.

During routine centrifuge maintenance, the Alfa Laval technician discovered a gear box needed to be rebuilt, therefore staff had to make operational adjustments to utilize only one centrifuge.

Brown & Caldwell has begun the proposed lake nutrient treatment cost analysis for PCWRA. Other utilities could not participate due to the study being plant specific therefore PCWRA will cover the cost. Staff believes the study will be extremely valuable to present to the Division.

### CDPHE Update

Although it has not yet been approved, the Colorado Governor's proposed budget included a request for 31 new FTEs for permit writers for 2023, with an additional 15 to be added in 2024. While it still needs to go through the legislative process, if approved, the CDPHE is hoping to catch up on backlogged permits or at least not fall further behind.

The CDPHE has extended the posting for a Permit Section Manager due to lack of response.

Gabe Raez, Vranesh and Raisch, and Jimmy McCutchan, CSU, met with the Division to discuss some of the lake nutrient concerns held by the Colorado Wastewater Utility Council and other stakeholders. They also reviewed the many issues with the study that was performed by TetraTech.

PCWRA has been working closely with the Chatfield Watershed Authority (CWA) on a Responsive Prehearing Statement opposing the proposed nutrient standards from CDPHE. They are proposing that the CWA be allowed to create a site-specific standard after the new phosphorus Total Maximum Annual Loading (TMAL) has been developed. New funding is also being sought from the Keep Colorado Wild Funds to help maintain water quality in Chatfield reservoir. Cherry Creek Watershed Authority is taking a different approach, proposing they be allowed to create their own site-specific standards, and if that is not achieved in five years, they will accept the CDPHE's standard.

The CDPHE also sent out another warning discussing the possibility of a railroad crisis which could result in supply chain issue for chemicals, parts, fuel, etc.

### **OTHER DISCUSSION ITEMS:**

None.

### **EXECUTIVE SESSION**

Dir. Shackelford moved to enter into Executive Session to discuss legal issues pertaining to the Carollo filter evaluation with PCWRA attorney as authorized by CRS 24-6-402(4)(b), conference with attorney regarding legal issues. Dir. Travis seconded the motion. The motion was unanimously approved. The Executive Session began at 8:27 a.m. Attendees included Dir. Marlowe, Dir. Shackelford, Dir. Travis, Alt. Gallea, Alt. Munday, Mr. Martin, Mr. Clark, Mr. Farrington, Ms. Oelkers, and Ms. Billick

Executive Session CRS 24-6-402(4)(b) concluded at 9:21 a.m.

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. The Executive Session began at 9:23 a.m. Attendees included Dir. Marlowe, Dir. Shackelford, Dir. Travis, and Alt. Gallea.

Executive Session CRS 24-6-402(4)(f) concluded at 9:39 a.m.

### **ADJOURNMENT**

There being no further business to come before the board, Dir. Marlowe declared the meeting adjourned at 9:41 a.m.

  
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Mark Marlowe, President