

**Board Minutes of May 20, 2009 Regular Meeting  
of the Board of Directors of the St. Vrain Sanitation District**

**Attendance:**

**Directors:** Brad Hagen, Reggie Golden, Wes LaVanchy, Wayne Ramey,  
Gary Cope

**Staff:** Eric Doering, Jon Peterson, Doug Wertin, Rob Fleck,  
Megan Humbrecht, Tara Lloyd, Dick Lyons-Attorney

**Public:** Dan Dean-Town of Mead

**Call to Order:** The meeting was called to order at 9:02am by Brad Hagen.

**Additions or Deletions to the Agenda:** The April 15, 2009 Board Meeting Minutes were amended to reflect the correct figures for the change order for the TA Line.

**Public Invited to Be Heard:** None

**Consent Agenda-9:04am**

Wes LaVanchy made a motion to approve the Consent Agenda.  
Wayne Ramey seconded it. **Approved**

**Treatment Plant-9:04am**

Doug Wertin discussed his staff report and the flow data with the board.

Reggie Golden arrived at 9:10am for the Board Meeting.

**Engineering Firm for the Treatment Plant-9:13am**

Eric Doering, Rob Fleck and Doug Wertin met with Frachetti, Integra, and TEC Engineering to discuss strengths and weaknesses as well as some questions that the staff and board had for each firm. Staff thought that Integra Engineering didn't meet the criteria or provide information that caused them to move into the same level as our other two firms. The staff felt that TEC and Frachetti Engineering did a great job. Staff seeks board direction.

Several Board Members feel more comfortable with Frachetti Engineering and they felt like Frachetti answered the questions that were provided to them better than TEC answered them.

Wayne Ramey made a motion to enter into negotiation with Frchetti Engineering for the design of the Treatment Plant expansion. Mr. Ramey also encouraged the Staff to seek help in the process from different engineering firms if needed. Reggie Golden seconded it. **Approved**

Staff will meet with Frchetti Engineering to begin discussion on the expansion process and PREPARE a contract ready to bring back to the board at the June 17<sup>th</sup> Board Meeting.

Doug Wertin suggested that the District could purchase a life insurance policy for the amount of the contract in case something happens to Mr. Bob Frchetti during the expansion of the Treatment Plant. The District would be named as the beneficiary. Staff will discuss this option with Frchetti Engineering. The District would allow a second engineering firm to step in if something happened to Bob Frchetti. Eric Doering will make a phone call to Frchetti and TEC Engineering to discuss this with them. Eric will also contact the Board Members after speaking with the engineering firms.

#### **Collections/Engineering-9:49am**

Rob Fleck discussed a few items in his staff report with the Board Members.

Reggie Golden made a motion to approve the negative change order for Reynolds/Tierdael on phase one of the TA Line. Wes LaVanchy seconded it. **Approved**

Eric Doering updated the board on the letter to Mead and the areas that the District and the Town of Mead will serve. Staff is hoping to work together with the Town of Mead and go to NFRWQPA together to get the 208 boundary changed. Reggie Golden suggested that staff be firm in the letter to the Town of Mead and change some verbiage in the letter then give to Brad Hagen for signature.

Staff provided information to the board on the revenue sources and how that relates over several years as well as relation to the rate study. Reggie Golden requested that staff provide old fees to compare with the current fees.

Reggie Golden asked staff why the District was way ahead on service fees in the financials. Jon Peterson explained that all the service fees are billed at the beginning of each quarter for that quarter but the budget service fees are broken out each month.

#### **Finance/Accounting-10:29am**

Jon Peterson went over his staff report with the board.

Wes LaVanchy, Jon Peterson and Eric Doering met with Josh Magden from George K. Baum, to discuss financing alternatives for the design and build of the Treatment Plant. Brad Hagen asked how much the District would be bonding for the construction of the Treatment Plant. Josh Magden will put together the options for the District, and will present this at the June 17<sup>th</sup> Board Meeting.

Staff will deliver the audit report to the Board Members once received. In the next week the District Auditor, Dan Schommer will be meeting with staff as well as Board Member, Wes LaVanchy to go over the audit report.

Jon Peterson discussed with the board an analysis that staff did on account receivable and certifications for this year to determine how many customers were behind on their payments to the District. Mr. Peterson will bring back more information next month.

#### **Administration-10:38am**

Eric Doering discussed his District Manager report with the board. Mr. Doering will send out the script to the board for the June 4<sup>th</sup> Ribbon Cutting Event. Several guests will be in attendance as well as current and previous Board Members.

Eric Doering suggested switching the Board Meeting from June 17<sup>th</sup> to June 10<sup>th</sup> so all Board Members could be in attendance for the meeting. A decision was not reached; Mr. Doering will send an email to the board later in the day to discuss further.

Staff will prepare a letter to Town of Mead and send to Dan Dean, Town Administrator. The board suggested that staff attach a map of the District with the letter.

Eric Doering and Kim Castonguay presented information regarding a new policy for Inactive Taps on vacant lands in the District. After discussion the board asked the staff to return with changes to the Rules and Regulations providing for a monthly administrative fee of \$5.00 and policy regarding inactive taps on vacant land.

Brad Hagen opened a public hearing at 10:51am for the purpose of discussing Resolution 2009-03 for Rules and Regulation changes and Resolution 2009-04 for Policy Updates.

Eric Doering and Megan Humbrecht updated the board on the changes in the Rules and Regulations. Reggie Golden wants staff to go back and look into how these changes will affect the District and compare old inclusion fees with the new inclusion fees.

Brad Hagen closed the public hearing at 11:02am. Wes LaVanchy made a motion to approve Resolution 2009-03 and Resolution 2009-04. Wayne Ramey seconded it. **Approved**

Reggie Golden suggested staff look more into the line extension fees, plant investment fees and inclusion fees and compare old and new numbers.

**Board Meeting Adjourned at 11:06am**

  
Recording Secretary

6/17/09  
Date

  
Board Secretary

6-17-09  
Date