

Board Minutes of March 18, 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, Dave Cross, Dan Zweck, Tara Lloyd, Attorney, Dick Lyons

Public: Josh Cook and Warren Mesloh - The Engineering Company

Call to Order: The meeting was called to order at 9:03am by Brad Hagen

Additions or Deletions to the Agenda:

Eric Doering stated that there were a few Items that were moved around within the agenda.

Consent Agenda - 9:05am

Gary Cope made a motion to approve the Consent Agenda. Wes LaVanchy seconded it. **Approved**

Brad Hagen requested a list of customers with taps that are inactive. Staff will provide to the Board Members at the April 15, 2009 Board Meeting.

Treatment Plant - 9:04am

Eric Doering informed the Board that The RFP's are due March 27th. Staff will be interviewing the engineering/construction firms on April 7th and 8th.

Doug Wertin went over his staff report and the flow data with the Board Members.

Brad Hagen asked a question about on how much additional capacity the Treatment Plant will receive after the decommissioning of Treatment Plant 2. Doug Wertin said that it varies from summer to winter but it would be approximately 1 million to 1.9 million of additional capacity.

Reggie Golden came into the board meeting at 9:10am.

Reggie Golden requested that Jon Peterson have his financials on time each month. Wes LaVanchy stated that from now on if the financials are late, they will be pulled out of the Consent Agenda and reviewed at a later time.

Collections/Engineering - 9:16am

Reggie Golden mentioned that Megan Humbrechts report left lots of unanswered questions. Reggie Golden and other Board Members asked questions about the Northwestern Railroad reimbursement, Tops Shell Rapid Lupe, The Shores and Doug Lockhart that were discussed in Megan's report. Eric Doering and staff answered their questions.

Rob Fleck updated the Board on the progress for the construction of the TA Line. Phase 1 and 2A are complete. Phase 2B and 2C are going well and in the process of completion.

Rob Fleck drafted a letter to send to customers that are within a mile radius of Plant 2 providing information on the process of decommissioning the Plant 2 site. Reggie Golden asked Rob Fleck to make several changes to the letter. Gary Cope also suggested that staff get together with the three towns and attend their board meeting to try and get the word out regarding Plant 2 and the TA Line. Wayne Ramey suggested paying special attention to Safeway and the surrounding areas that supply/serve food. Reggie Golden suggested that the letter go out in September and the decommissioning process start in October.

Brad Hagen left the board meeting at 9:25am.

Eric Doering told the Board Members about an event that Wayne Ramey had suggested and staff would like to have to celebrate pulling the plug on the new TA Line. It will be a ribbon cutting event on June 4, 2009 at 10:00am. Staff will invite local officials, customers, and former Board Members from the community and the District.

Dave Cross presented to the Board the non-residential service charge calculations and presented the possibility of billing non-residential customers off of consumption and giving a partial/full credit to those customers who are using less than the amount calculated per SFE. Reggie Golden suggests that staff bring a list of revenue changes over the last 2 years to the Board in the next months prior to making this decision.

Rob Fleck updated the Board on all the remediation issues for the Plant 2 site. Wes LaVanchy suggested that staff bring back a memo on the costs and ideas for sludge removal.

Staff recommended that the District keep the 2 acre site at the Plant 2 site for use by the District's future growth.

Staff put together 4 options to present to the Board for the rehabilitation and construction of the DA-3 Interceptor line.

Wes LaVanchy made a motion to approve option A for the rehabilitation and construction for the DA-3 Interceptor line. Reggie Golden seconded.

Approved

Staff will come back to the Board towards the end of the year in regards to budget appropriation for upcoming projects.

Rob Fleck recommends that the District rehabilitate the pipe located on Johnson Street. Dan Zweck recommends that the District use C & L Backhoe Excavating, Inc. for rehabilitation rather than Insituform Technologies, Inc. because C & L Backhoe will seal the taps.

Reggie Golden made a motion to direct staff to go back to C & L Backhoe and re-negotiate the costs for the project and use our proposal form rather than C & L Backhoe's form. Wayne Ramey seconded it. **Approved**

Dick Lyons stated that there is really no assistance option for customers other than a maintenance repair program. Reggie Golden suggested that staff look into a grant that is available to help the customer with the rehabilitation/remediation of their lines in the District.

Dan Zweck explained the process and use for RootX to the Board. Dan Zweck suggested that we sell it for a discount of \$10.00 per container, per customer. There will be a release form that the customers will fill out and there will be information given in the District newsletter.

Gary Cope made a motion to move forward with the RootX proposal and to charge customer \$10.00 per container. Wayne Ramey seconded it. **Approved**

Finance and Accounting - 10:40am

Reggie Golden mentioned that he has some investment brokers to consider for the coming years RFP. Staff will contact Mr. Golden for the names.

Reggie Golden directed staff to remove Elizabeth Csotty from contracted employee and add to the payroll under temporary employee.

Administration - 10:45am

Eric Doering went over his District Managers report with the Board. Mr. Doering explained the new process in which the Board Members will get their board packets electronically rather than in paper format. Gary Cope recommended that the District get a wireless router in order to access board packets during the board meeting. The Board Members will contact Eric Bradec, the Districts IT provider to get set up with the correct access number and information to access the board packet through the server.

Reggie Golden suggested that staff get two or three quotes on the striping and painting of the District parking lot.

Eric Doering informed the Board of a BillMaster Training class in Durango, Colorado, that at least three staff members will attend. Reggie Golden suggested that Eric Doering remind staff members about the policies of the District when driving a company vehicle.

Eric Doering brought the Personnel Manual to the Board with some changes. Mr. Doering would like the Board Members and Dick Lyons to review. Staff will bring the manual back to the board meeting with the proposed changes in a couple months to discuss and seek Board approval.

Executive Session - 11:14am

Wes LaVanchy moved to go into an executive session pursuant to "section 24-6-402 (4) (f)" for the purpose of discussing the review of the District Manager. Wayne Ramey seconded it. **Approved**

Executive Session ended at 11:49am

Gary Cope made a motion to extend the District Managers contract for 1 year with a 3% increase in salary retroactive to February 1, 2009 and the contract provision regarding extended unpaid leave continues. Wayne Ramey seconded it. **Approved**

Board Meeting Adjourned at 11:50am