

RECORD OF PROCEEDINGS

MINUTES

SOUTH FORT COLLINS SANITATION DISTRICT

APRIL 10, 2019

The Regular Meeting of the South Fort Collins Sanitation District was held on April 10, 2019 at 9:00 a.m., at 2560 E. County Road 32, Fort Collins, CO 80528.

1. Roll Call

Present: Directors Wayne Irelan, James Stewart, Gary Young and Ernie Brown

Excused Absence: Director James Ling

Others Present: Chris Matkins, District Manager, Amanda Proctor, District Controller, Eric Bailey, Plant Superintendent, Dave Oerke, Jacobs Engineering, Chris Pletcher, CivilWorx, and Alicia Beard of WildRock

2. Reading of the Minutes

The Minutes of the Regular Meeting of March 19, 2019 were read and approved.

3. Public Comments

None

4. Staff Introduction: Chris Pletcher from CivilWorx, Contract Engineering Support

District Manager, Chris Matkins, introduced Chris Pletcher from CivilWorx. Chris Pletcher is providing contract engineer support to SFCSD and FCLWD. Chris Pletcher and District staff have successfully started tracking incoming projects to ensure that they are being reviewed timely. The transition to using CivilWorx with the referral agencies has been communicated.

Currently CivilWorx is providing 20-25 hours per week reviewing projects, and taking ad hoc project calls.

5. WildRock Introduction

Alicia Beard with WildRock PR and Marketing provided an overview of public relations and marketing services being provided to FCLWD and the impact of those services.

The Board discussed the presentation with Alicia. The Board asked Chris Matkins to work with WildRock to develop an outreach and communication plan to present at the next meeting.

6. Public Hearing for Petition of Inclusion for Steamboat Partners Investment, LLC and River Bluffs Ventures, LLC for a Total of 410.74 Acres of Land

The public hearing for the presented petitions was opened.

Chris Matkins, District Manager, read through the petition for inclusion of 410.74 acres of land and answered questions regarding the inclusion process. He stated that there had been no communication received against the inclusion.

The public hearing was closed.

The Board discussed concerns regarding potential flooding of the area and impacts on the Plant treating the additional water. After discussion, Director Stewart requested to have additional applicant resources including someone from Larimer County attend the next Board meeting to discuss the County's process for mitigating the flood risk.

7. WWTP Expansion Update

Dave Oerke from Jacobs Engineering provided an update on the WWTP Expansion. The Project continues to be on time and on budget. In the next 3 months, the major item to be constructed will be the step feed aeration basin. Currently there is significant structure excavation and hauling of the excess dirt. Later this month the structural concrete piers will be drilled and poured. For the ATAD facility, Hydro is currently coring pipe penetrations in the existing aerobic digesters, excavating and installing of the concrete piers.

Dave stated that Ptarmigan Lift Station is substantially complete.

Lastly, Dave stated that the entire project is tracking under the GMP.

8. Manager's Update

A. Plant Operations Report – Eric Bailey

Eric Bailey's (Plant Superintendent) written report was submitted to the Board for review and included in the Board packet.

Eric Stated that the Ptarmigan pumps are dosing water right now, rather than Ferric, to test the equipment. Due to this, the force main from Ptarmigan into the Plant is experiencing high levels of H₂S. District staff are taking safety precautions when working.

B. General Information – Chris Matkins

Chris shared photos of the Ptarmigan Lift Station

Chris stated that in June SDA will be having their annual Board workshop in Windsor. All Board members wishing to attend should notify Chris.

Chris stated that all employees received their annual compensation statements.

Chris stated that on April 30, 2019 from 6-8 pm, there will be an Open House with both Districts.

Chris reminded the Board that the May meeting was moved to the 15th and will be at the Plant.

The Joint Board meeting with FCLWD is scheduled for May 24th, 9 am at the Breakfast Club.

Lastly, Chris stated that the Town of Timnath is planning on higher densities than the District's Master Plan had originally anticipated. The Town of Timnath paid TST Engineering to update part of the District's Master Plan to ensure that the District could handle the higher densities. Chris stated that he had recently heard about it and received a copy. Chris and staff will need to review it to determine the impact it may or may not have on the District's infrastructure.

C. Financial Statements

Financial Statements prepared by District Controller, Amanda Proctor, were included in the Board's packet.

D. Tap Purchases

The Manager reported that 19 taps were sold for the month of March with revenues totaling \$117,800. For the year, 63 taps have been sold with revenues totaling \$427,800.

9. Other Business

None

10. Disbursements

The Manager presented disbursements for March 2019 in the amount of \$817,965.06. After discussion, it was:

**Moved by Director Young and seconded
by Director Brown to approve the
disbursements for March 2019.
Motion carried 4-0**

11. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 11:15 AM.

Respectfully,

/s/ 

/s/ 

Date Approved

5/20/19