



# South Fort Collins Sanitation District

## Record of Proceedings

### MINUTES

The Regular Meeting of the South Fort Collins Sanitation District was held on November 13, 2019 at 9:00 am at 5150 Snead Drive, Fort Collins, Colorado 80525. The work session was properly noticed pursuant to Code [§§32-1-903\(1\)-\(2\) and 24-6-402\(2\)\(c\), C.R.S.](#)

#### 1. Roll Call

*Present:*

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

*Excused Absence:*

*Others Present:*

*Chris Matkins, District Manager; Amanda Proctor, District Controller; Eric Bailey, Plant Superintendent; Brittany Lamb, Executive Administrative Professional, Chris Pletcher, District Engineer; David Oerke, Jacobs; Stan Javernick, Hydro Construction*

#### 2. Public Comments

None.

#### 3. Consent Agenda

The October 9, 2019 Regular Board Meeting Minutes and October 29, 2019 Budget Work Session Minutes, financial statements, tap purchases, disbursements, and manager's update were presented for the consent agenda.

**3A.** The minutes from the October 9, 2019 Regular Board Meeting Minutes and October 29, 2019 Budget Work Session Minutes were included in the Board packet for review.

**3B.** Financial Statements prepared by the District Controller, Amanda Proctor, were included in the Board packet for review.

**3C.** The manager reported that 21 taps were sold for the month of October with revenues totaling \$217,000.00. For the year, 201 taps have been sold with revenues totaling \$2,507,900.00.

**3D.** The Disbursements for October 2019 were included in the Board packet for review.

There was discussion around the new format of the meeting agenda, and which items need to be pulled out of the consent agenda as their own separate line items.

A question was presented over reading of the minutes at the board meeting. Brittany Lamb, Executive Administrative Professional, will research the Colorado Revised Statutes to determine if the minutes need to be read at the meeting, or if posting the minutes for public viewing will suffice, and present her findings at the December Board Meeting.

After Board Discussion, it was:

***Moved by Director Irelan and seconded by  
Director Stewart to approve the consent  
agenda items.***

***Motion Carried 5-0.***



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#### 4. Project Update and Additions through Value Engineering/Project Savings

David Oerke with Jacobs and Stan Javernick with Hydro Construction were present to discuss construction updates at the Sewer Plant. Mr. Oerke and Mr. Javernick went over the major accomplishments thus far and what is left to do. The project is still under budget and on time for a substantial completion date of October 31, 2020, and a final completion date of November 30, 2020.

Mr. Oerke and Mr. Javernick proposed an additional \$800,000 in additions to the project. This would include adding an effluent filter, two centrifuge feed pumps, asphalt overlay and subgrade repair, and a grease and scum interceptor. Installing these items now will cost less now than in the future and will leave the project with a substantial amount left for contingencies.

After Board Discussion, it was:

***Moved by Director Young and seconded by Director Irelan to approve \$800,000 in project additions to the current construction project at South Fort Collins Sanitation District Plant.***

***Motion Carried 5-0.***

#### 5. Public Hearing for Petition of Inclusion

Chris Matkins, District Manager, declared the Public Hearing for the Petition of Inclusion for 41.75 Acres of Land open. The public was properly noticed of this hearing Pursuant to Code [§§31-1-401\(1\)\(b\) and 32-1-401-\(1\)\(b\), C.R.S.](#) There were no comments from the public expressing opposition.

Chris Pletcher, District Engineer, gave the board an overview of the inclusion. Mr. Pletcher discussed the agricultural property that is part of this inclusion and noted that there are no specific plans for this area that would include a lift station.

Mr. Pletcher recommended to the Board to approve the petition of inclusion, with conditions. These conditions include: 1) South Fort Collins Sanitation District will serve only upstream property with gravity flow, as no new lift stations will be allowed; 2) Property owner would extend the sewer main to the west property line of his property to accommodate future service to the property west of the subject property at such time as development of that property occurs.

After Board Discussion, it was:

***Moved by Director Young and seconded by Director Brown to approve the Petition of Inclusion, with conditions.***

***Motion Carried 5-0.***

#### 6. Budget hearing for 2020 Budget and Resolutions

Chris Matkins, District Manager, declared the Public Hearing for the 2020 Budget and Resolutions open. The public was properly noticed of this hearing Pursuant to Code [§§31-1-401\(1\)\(b\) and 32-1-401-\(1\)\(b\), C.R.S.](#)