

## MINUTES

### **NFRWQPA – EXECUTIVE COMMITTEE December 2, 2010**

1. **Determination of a Quorum**

Meeting was called to order by Chair, Eric Doering. Additional committee members in attendance were: Jon Mays, Carol Webb, Earl Smith, Doug Rademacher, and John Holdren. Also present was Connie O'Neill, Manager for the Association.

2. **Approval of Agenda**

Agenda was approved as presented.

3. **Minutes**

Minutes of the September 23, 2010 Executive Committee meeting were considered. Mr. Rademacher made a motion to approve the minutes. Mr. Mays seconded the motion and it was approved.

4. **Decision Item - 2011 Dues**

Ms. O'Neill explained that the Town of Fredrick would be cancelling their membership in 2011. Ms. O'Neill also explained that she has been talking with Dave Pusey from Carestream, the company that purchased the treatment facility from Kodak, and they are planning to apply for membership in 2011. She has also been working with Resource Colorado regarding their membership. Both Resource Colorado and Carestream have been included in the dues projections for 2011. She explained that the 2009 population estimates have been used to calculate the dues as well as the corresponding population estimates from the sanitation districts. Ms. O'Neill will follow up with Mike DiTullio in a few weeks to get the current numbers from South Ft. Collins Sanitation District. Ms. O'Neill stated that if these numbers are approved they will be used when the Association sends out their dues invoices in January. The possibility of Metro Wastewater Reclamation District joining the Association was also discussed. Mr. Rademacher made a motion to conditionally approve the 2011 dues pending final estimates from South Ft. Collins Sanitation District. Mr. Mays seconded the motion and it was approved.

5. **Decision Item - 2011 Budget**

Ms. O'Neill explained that the 2011 budget reflects the proposed 2011 dues previously discussed but may change slightly with South Ft. Collins Sanitation District updated numbers. She stated that it also includes a 25% increase for health insurance as proposed at the September Executive Committee meeting. Ms. O'Neill explained that the full budget spreadsheet emailed to the the Committee shows additional tabs explaining how the estimates were determined for each year. She also sent out a modified version of the budget which added a contribution for nutrient standards work that included a similar funding level to 2010. Ms. O'Neill stated that the Executive Committee will need to take action on the budget in order to move it on to the membership for consideration at the January meeting. Ms. O'Neill stated that she would like to have approval from the Committee to move forward with the replacement of both office computers as previously recommend by the Committee (one computer to be purchased for 2010 and the other computer to be purchased in 2011) from the capital account. Mr. Holdren made a motion for approval of computer purchases for the Association. Mr. Smith seconded the motion and it was approved.

The Committee then discussed the statues of nutrient criteria work and potential funding options. Mr. Holdren made a motion to approve the proposed 2011 budget with a \$30,000 contribution to the Nutrient Coalition. This motion failed for lack of a second. Mr. Mays then asked for clarification on the training budget. Mr. Rademacher stated that \$1,200 should be included for EPA training in addition to what is already budgeted. Mr. Doering asked if any salary increases were included in the proposed budget and Ms. O'Neill indicated those were included under contingency salary. Mr. Rademacher stated that he would be willing to amend the budget for nutrient contributions if needed and asked Ms. O'Neill to let the Committee know how the Nutrient Workgroup meeting goes and the meeting between the State and EPA. Ms. Webb discussed some issues with the Nutrient Coalition's positions and encouraged a continued voice of reason from the Association in the dialog. Mr. Rademacher made a

motion to approve the proposed budget plus \$1,200 for EPA training. Mr. Holdren seconded the motion and it was approved.

6. **Big Thompson Watershed Forum 2011 MOA**

Ms. O'Neill explained that the 2011 MOA with track changes was included with the agenda along with the funding agreement from USGS. She indicated that there were no significant changes to the MOA proposed for next year. There was also not a significant change to the dollar amount however; the cost is for fewer sites. Ms. O'Neill stated that in the past, the Executive Committee has approved the changes to the MOA and has authorized Ms. O'Neill to sign the MOA and JFA upon receipt of the 50% payment from Big Thompson Watershed Forum. Mr. Mayes made a motion to approve the Big Thompson Watershed Forum 2011 MOA and to authorize Ms. O'Neill to sign the agreements. Ms. Webb seconded the motion and it was approved.

7. **Water Quality Control Commission Hearing Notice List**

Ms. O'Neill stated that Mr. Doering had requested this as a discussion item and she is looking for feedback from the Committee on how the Association should be involved in the various regulation reviews and hearings as well as how she can better serve the membership. Ms. O'Neill stated that she would like some guidance on the best way to share the information. Ms. O'Neill stated that currently she gives verbal updates at membership meetings and sends out emails or forwards emails as she thinks are necessary to relay important information. Mr. Doering stated that he feels the Association can be a resource to the membership. Ms. O'Neill reviewed the regulation list and summarized the Association current involvement. Ms. Webb stated that she would like to hear more information about Regulation #61 - 64. In addition, the Committee felt it would be helpful to be involved with Regulations # 84 and #93. Mr. Doering stated that he appreciates getting information from Ms. O'Neill via emails.

8. **Decision Item: Manager Activities and Performance Appraisal**

Mr. Doering thanked Ms. O'Neill for her work and for her honesty as the Manager of the Association. Ms. Webb stated that Ms. O'Neill is extremely trustworthy and Mr. Mays added that she is very patient. Ms. O'Neill stated that she will amend her professional development plan to include the EPA training that she will be attending. She added that her main focus this year is the 208 Plan Update and that will take a lot of time. Mr. Doering suggested adding some compensation to the proposed budget for Ms. O'Neill for 2011 in the amount of 2%, which would be a line item transfer in the budget. Mr. Rademacher made a motion to approve Ms. O'Neill's pay increase of 2%. Mr. Mays seconded the motion and it was approved.

9. **Discussion Item: 2011 Officers**

Ms. O'Neill discussed officers for next year. Everyone currently on the Executive Committee agreed to serve again in 2011. Ms. Webb stated that next year would be her last year to serve. The Executive Committee also agreed that the time for the meetings is working and can continue.

10. **Discussion Item: Meeting Conference Calling**

Ms. O'Neill stated she did a follow up with NCWCD on conference calling ability for meetings. Northern is now equipped for conference calling and there would not be a charge for this service. Ms. O'Neill stated that the average number of people attending the meetings is 14. Mr. Rademacher stated that he felt conference calling would be good for emergency situations but would not like it to be routine. Mr. Smith added that for meeting he has not been able to attend, conference calling would still not have allowed for his participation. Ms. O'Neill stated that she could ask members in the future if they will not be attending the meetings and then could arrange for conference calling if necessary.

11. **Adjourn**

There being no further business the meeting was adjourned.