

# MINUTES EXECUTIVE COMMITTEE

FEBRUARY 24, 2005

## 1. Determination of a Quorum

The meeting was called to order by Chair, Gale McGaha Miller at 1:35 p.m. All members of the Executive Committee were present.

## 2. Minutes

The minutes of the January 7, 2005 meeting were reviewed and Earl Smith made a motion to approve the minutes, Steve Adams seconded the motion and it passed.

## 3. Site Location and Design Approval Review Process

The draft update to the Site Location and Design Approval Review Process was presented by Connie O'Neill. Ms. McGaha Miller questioned Required Information number 16 and asked that we review items 16 through 21 to ensure they are not outside our review authority. Ron Witt suggested that all items may not be necessary for an amendment. There was also discussion as to whether all the Required Information is currently being received with site applications.

Ms. McGaha Miller asked how this process could be used to assist with the service area disputes. Dave DuBois indicated that a change to a service area would require a Plan Amendment. Terry Farrill indicated the usefulness of a Utility Plan for this process, and it was discussed as to whether the Association could require Utility Plans and whether that requirement would place an undue burden on smaller facilities. Ken Rutt indicated that a Utility Plan is a requirement with DRCOG.

Ed Schemm had concerns with the staff approval of a site application for a new plant. Mr. Schemm felt that by not taking this to the Association we would be missing the opportunity for public input. There was discussion as to when sites are posted and when the public has the opportunity for input during the County or City planning process. It was decided that the process will be changed to include the Association's approval of any applications for a new facility or for an expansion located at a different physical site. We will also include the option to bring any application to the Association when staff feels there are concerns. It was also decided that a report will be given at the next meeting on any site applications for expansion of a facility that have been approved by staff. Ms. McGaha Miller also asked that the Utility Plan approval process be added to Diagram 1. Mr. Schemm also added that the Larimer County review process in the document will need to be updated.

It was then decided that the Utility Plan Review Committee would draft a recommendation that will be taken to the meeting in March for the requirement of Utility Plans. This requirement would be effective following a 3 year grace period and would be a requirement for any agency that is submitting a site application.

#### **4. Other Business**

Mr. DuBois asked the Committee's opinion of a request for the Association to require an agency to have "reasonable" fees. The Committee agreed with Mr. DuBois that this is not something we have the ability to do.

The Committee also agreed to move the March meeting from the 24<sup>th</sup> to the 31<sup>st</sup>.

#### **5. Adjournment**

There being no further business, the meeting was adjourned at 2:50 p.m.