

MINUTES
NFRWQPA – EXECUTIVE COMMITTEE
March 25, 2010

1. Determination of a Quorum

Committee members present: Eric Doering, Jon Mays, Carol Webb, John Holdren, Ed Burke, and Doug Rademacher. Also present Connie O’Neill, Manager for NFRWQPA.

2. Approval of Agenda

The agenda was approved as presented.

3. Minutes

Mr. Mays made a motion to approve the minutes from the December 10, 2009 meeting. Ms. Webb seconded the motion and it was approved.

4. Executive Committee Roles and Responsibilities

Mr. Doering explained the roles and responsibilities of the Executive Committee. Ms. O’Neill presented a notebook for each Executive Committee member. Included in the notebook is a summary, the Articles and Association, and the Utility Plan Guidance Document. Following the Utility Plan Guidance Documents is the Plan Amendment Process, then the Site Application Process, and the financial policy with two budget spreadsheets. The records policy is the last document in the notebook. Mr. Doering stated that the Association has really come to depend on the Utility Plan Committee for the main planning reviews.

5. Manager Evaluation

Mr. Doering sent out the information to the past members for Ms. O’Neill’s evaluation. Mr. Doering stated that he saw very positive things and not any negative. Mr. Doering stated that Ms. O’Neill does a great job and thanked her for her service to the organization. Her attention to detail is appreciated. Others stated that Ms. O’Neill is very easy to work with, very organized, and does a fantastic job. Ms. O’Neill asked that if anyone has any concerns to please feel free to call her. Ms. Webb explained that the City of Ft. Collins offers classes and one is Crucial Conversations. Ms. Webb believes that Ms. O’Neill would benefit from this class. Ms. Webb will check into these classes. Mr. Doering thanked Ms. O’Neill for everything she does.

6. Financial and Dues Status Report

Ms. O’Neill explained that the Association has received dues from 28 of the 36 members which equal approximately 90% of the dues. Ms. O’Neill stated that she has not heard anything from Kodak at this time and is not sure where the Association stands with Kodak. Ms. O’Neill has contacted the other members that have not submitted their dues yet and expects to receive those dues soon. There was also a brief discussion about the possibility of Denver Metro becoming a member in the future. Ms. O’Neill stated that the dues that you see on the budget include Mead and they have dropped their membership.

Ms. O’Neill stated that the 604(b) funding is higher this year than normal because of ARRA funds. Ms. O’Neill also stated that the office computers may need to be replaced in the next couple of years so that could also adjust the budget. The Executive Committee advised Ms. O’Neill that she may want to start looking for new computers. Ms. O’Neill also added that we have a new company conducting the audit for the Association.

7. Nutrients Standards Discussion

Ms. O’Neill stated that there has been a discussion for a number of months regarding the Water Quality Control Commission’s schedule to consider statewide nutrient standards at a rule making hearing in June 2011. There have been ongoing workgroup discussion regarding the development of these standards and over the last few months the Division has made their initial proposals of what those standards might be. Ms. O’Neill explained that she had requested an extended discussion of the topic because this is a significant issues for our members and the

membership should discuss what the NFRWQPA role in the standards process will be. She indicated that Tad Foster and Amy Woodis would be presenting on the topic later in the day at the NFRWQPA meeting. Mr. Foster will be presenting information on the current proposal and his perspective on how the Association might choose to participate in the process. Ms. Woodis will talk about Metro Wastewater Reclamation District's approach to the standard and their concerns. Ms. Woodis also sits on the board of the Wastewater Utility Council and has agreed to give a status update of the Council's approach.

Ms. O'Neill stated that Mr. Foster will be requesting funding to support a statewide coalition to address concerns with the state proposal. She questioned whether the Association would want to take a more active role in the standards development process. Ms. O'Neill explained that in order for any alternative proposal to be reviewed through the workgroup process, it would need to be developed soon. Therefore if the Association wants to be more of an active participant we will need to make a decision soon. Ms. O'Neill stated that the Executive Committee in the past has talked about using reserves to fund grant. Ms. O'Neill asked the Executive Committee if they felt this would be the type of overarching issue that would justify using reserve funds?

Ms. Webb stated that the state has come up with an approach and there are questions with the methodology. She stated that she would be in favor of using reserve funds to support work on this topic. Mr. Doering agreed that we needed to be involved in the development process and suggested getting some of our key members together to discuss the issue. He added that it is well worth the staff time to be a part of this process. The Executive Committee agrees that they need to dedicate time to this subject and set up a committee to work on Nutrients Standards.

8. 604(b) Project Update-

Ms. O'Neill provided an update on the 604(b) project. She explained that the funding is federal money designated for regional water planning. Funding is based on 1% of the clean water revolving loan fund or \$100,000, whichever is greater. 60% of these funds are used by the state and 40% are distributed to the active 208 agencies. Each year a project plan is submitted and approved in order to receive the grant funding. Ms. O'Neill stated that additional funds were available in the 2009 cycle because of the ARRA funds.

Ms. O'Neill stated that the projects being completed this year are a little behind for a couple of reasons. The first is that the Association has had greater than normal workload with Utility Plans. The second is that the other plans to be reviewed as part of our project (DRCOG & PPCOG) have not yet been completed. She stated that the Association should still be in good shape to complete the tasks by the September 2010 deadline.

Ms. O'Neill explained that she received word this week that the state will need the Association's 2010 proposal by April 19th. The Association made a decision last year that the 208 Plan Update would be a two year process. As a result the 2010 work plan will include the completion of the Update. The Association has been told that each 208 agency will be eligible to receive \$13,200 in funding for the 2010 project which is higher than anticipated. In addition, a two year proposal was requested which means the 2011 project will also need to be determined. A greening component will need to be part of the proposal as this is a new requirement. Because this is new, the state has indicated that adding a task in the project that includes scoping the greening issue would be acceptable. Ms. O'Neill explained that she is looking for input on what the proposal for the 2011 funds should be. Her suggestion was to establish clearer guidance on

Utility Plan Amendments. Ms. Webb stated that she likes the idea. Mr. Doering agreed. Ms. O'Neill will proceed with the Executive Committee's suggestion.

9. Other Business

a. Disability Insurance Update

Ms. O'Neill explained that at the December meeting there was a decision to change providers for disability insurance. Following the December meeting it was determined that the new provider would not be able to provide comparable coverage and therefore the existing provider will be retained.

b. Executive Meeting Schedule for 2010

Ms. O'Neill asked the Executive Committee if they would like to continue to meet on the 3rd month of the quarter at 12:30 p.m. prior to the regular NFRWQPA meetings. The Executive Committee agreed to keep the meetings at this time with the exception of the June meeting being moved to June 17th.

c. Conference Calling for Membership Meetings

Ms. O'Neill stated that there was a suggestion at the January meeting to look into the availability of conference calling for the membership meetings. Ms. O'Neill contacted Northern Colorado Water Conservancy District to discuss the conference calling capabilities. Ms. O'Neill was told that they were in the process of replacing the phone system and that after April they will have a phone dedicated to the room currently used for the meetings. The new phones will have conference calling capabilities but they were not certain of the cost. Ms. Webb stated that she thought it was a great idea. Mr. Doering stated that he was not sure if the conference call would be the way to have the meetings. This matter came up because of possibly not having enough people attend the meetings to have a quorum. Ms. O'Neill will check back in April to see what the capability will be and the cost of using the conference call. The matter of the conference calling will be discussed again at the June meeting.

10. Adjournment

There being no further business the meeting was adjourned.