

MINUTES
NFRWQPA – EXECUTIVE COMMITTEE
September 23, 2010

1. Determination of a Quorum

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

2. Approval of Agenda

Agenda was approved as presented.

3. Minutes

Minutes of the March 25, 2010 and June 17, 2010 Executive Committee meetings were considered. Mr. Mays made a motion to approve the minutes. Mr. Rademacher seconded the motion and they were approved.

4. 2011 Dues

Ms. O'Neill explained that the spreadsheet for the dues has been changed slightly from last year's format with the right hand side showing the 2011 proposed dues. Ms. O'Neill explained that there are three entities that have not paid their dues this year. The Town of Frederick did send in their dues but will be dropping their membership in 2011. Resource Colorado Metro District and Kodak have not yet paid their dues. Ms. O'Neill explained that Kodak has sold the treatment facility to Carestream and she has contacted Carestream regarding membership. Resource Colorado has also stated that they will get back to Ms. O'Neill with their plan for membership by the end of October.

Ms. O'Neill explained that for the proposed 2011 dues the same per capita number as last year has been used. The 2008 population has also been used as the 2009 population numbers were not available yet. Mr. Doering asked if the per capita numbers needed to be adjusted. Ms. O'Neill explained that in the past several years the Executive Committee has chose not to change that amount. Ms. O'Neill explained that she would not suggest changing the per capita at this time based on the planning budget and reserves. Ms. O'Neill explained that she will contact the Sanitation Districts for their 2009 population estimates. Mr. Mays made a motion to approve the preliminary 2011 dues. Mr. Smith seconded the motion and it was approved.

5. 2010 & 2011 Budget

Ms. O'Neill reviewed the spreadsheet provided with the agenda and spreadsheet notes provided to the Committee. She indicated that the spreadsheet also contains an amended 2010 budget with changes for the following items: a drop in membership for the Town of Mead; addition of \$30,000 for the Nutrient Coalition contribution, slight increases in life insurance and retirement contributions which were taken from the contingency salary line item; slight increase in training to accommodate the Crucial Conversations training; slight increase in bank charges for fees. Ms. O'Neill then reviewed the 2010 projected actual expenses and indicated that the Association should come in well under budget for the year.

Ms. O'Neill then moved to the 2011 budget and planning budgets out to 2015. She indicated that most expenses are consistent with 2010 with slight increases. She explained that dues reflect the number from the dues spreadsheet previously discussed. She also explained that the salary shown on the spreadsheet is her current salary with any increases accounted for in the Contingency Salary line. The salary shown for 2011 is slightly higher than 2010 which addresses the need for the life insurance benefit to be shown as income. Ms. O'Neill pointed out one error on the budget stating that the dental and vision line should be \$578.

Mr. Holdren suggested an increase of 25% to the health insurance line item. Mr. Doering asked about the nutrient standards process going into 2011. Ms. O'Neill explained that the Coalition's alternative proposal was reviewed at the last workgroup meeting. Tad Foster and Sara Johnson met following the presentation and the Division does not see any concerns with their proposal. Ms. O'Neill explained that Metro Wastewater Reclamation District has also submitted an alternate

to the Division and the Coalition's proposal. Ms. O'Neill explained that Metro's proposal is a control regulation approach that would work with Regulation #31. She also explained that the goal would be to come to agreement before the hearing with one consolidated proposal. In general the Coalition is supportive of Metro's proposal and encouraged them to continue to work with the Coalition including additional funding. Ms. O'Neill explained that the Coalition has spent all the contribution made so far and have outstanding bills of approximately \$20,000. She stated that at this time she does not feel that the Association should contribute additional funds until a solid direction is determined. Ms. Webb stated that she would like to see the focus more on implementation issues. Mr. Doering stated that there may need to be a decision made before next month and possibly the Executive Committee could be authorized to allocate additional funds. He also stated that he would like to see Metro come to the table with more funding. Mr. Mays suggested the membership approve a cap on the funding amount and allow the Executive Committee to allocate as needed. Mr. Doering suggested adding a line item to the 2011 budget for continued nutrient standards work. Mr. Rademacher suggested leaving the 2011 budget as it is for now. Mr. Rademacher then made a motion to approve the 2010 amended budget. Mr. Smith seconded the motion and it was approved. Mr. Mays suggested that Ms. O'Neill's salary and review be part of December's agenda. Ms. O'Neill will send out her review information to the Executive Committee after October 1st.

6. **Decision Item – November-December Meeting Dates**

Ms. O'Neill explained that due to the holidays an alternative meeting time for November and December needs to be determined. December 2nd or December 9th is suggested will be discussed at the membership meeting. The Executive Committee stated that whatever is decided by the membership would be fine. Mr. Mays stated that the 2nd of December works better for him.

7. **Conference Calling for Membership Meetings**

Ms. O'Neill stated that conference calling for meetings had been suggested a few months ago. She had discussed the possibility with Northern and their new phone system which would allow for conference calling is now in place however conference calling has not yet been approved. The system they are considering would have a cost to the Association but not to the people calling in but these costs have not yet been determined. Ms. O'Neill can follow up in a few weeks to get the cost. Mr. Doering stated that there is a place for conference calls but did not feel this was it. He felt that it is best to have the majority of people in attendance. Mr. Rademacher was also not in favor of conference calling. He explained that the County has approved it for emergency situations. Ms. Webb stated that she likes the idea of conference calling. Ms. O'Neill will follow up on the costs and the issue will be further discussed in December.

8. **Other Business**

Ms. O'Neill explained that she received a call from Warren Mesloh representing Johnstown and that they were unhappy because they felt that NFRWQPA did not make them aware of a change in the designation on the stream section which they discharge to from use protected to reviewable. Ms. O'Neill explained that she had reviewed her notes and the meeting minutes and felt this issue had been presented to the membership. She followed up with Mr. Mesloh and reviewed with him that this change had been discussed and provided him with the information that she had shared with the group. She also explained that she would review the issue with the Executive Committee and would look for ways to improve in the future. Ms. O'Neill stated that as a result she will email the handouts that she presents at the membership meeting so those are available to members not in attendance. Mr. Doering stated that it is good that the Association has the documentation on what they provided.

9. **Adjourn**

There being no further business the meeting was adjourned.