

**MINUTES**  
**NFRWQPA May 24, 2007 Meeting**

**1. Roll Call**

The meeting was called to order at 3:05 p.m. by Vice Chair, Terry Farrill at the Northern Colorado Water Conservancy District offices. Roll was called and the following members were in attendance:

Jon Mays – Erie

Jim Duell – Estes Park S.D.

Jim Sidebottom – Ft. Lupton

Dennis Schump – Greeley

Josh McGibbon – Hudson

Karen Frarck – Lochbuie

Larry Wyeno – Longmont

Steve Adams – Loveland

David Allen – Northglenn

Nicole Adams – Resource Colo.

Eric Doering – St. Vrain S.D.

John Holdren – Severance

Terry Farrill – South Ft. Collins S.D.

John Jordan – Timnath

Jeff Hodge – Upper Thompson S.D.

Wayne Ramey – Weld County Tri-Area S.D.

Also present were Connie O’Neill, Manager for the Association, George Hanlon, Trisha Culp, Amy Woodis, and Warren Mesloh.

**2. Minutes**

Minutes of the April 26, 2007 meeting were considered. Ms. O’Neill pointed out a couple of typographical errors in the minutes. Mr. Hodge made a motion to approve the minutes as corrected. Mr. Ramey seconded the motion and it passed.

**3. Financial Report**

Ms. O’Neill summarized the April financial report and pointed out that the Association had received all the funds for 2007 from the Big Thompson Watershed Forum for the monitoring program. Mr. Ramey made a motion to accept the financial report. Mr. Mays seconded the motion and it passed.

**4. Decision Item: Site Application – St. Vrain Sanitation District- Hwy. 119 Lift Station Replacement**

Ms. O’Neill introduced the site application and the handout. She indicated that the application was for a replacement lift station and a 10 inch force main however, the force main will not be installed immediately. She added that at build out, there will be approximately two hours of storage. Mr. Mesloh indicated that the two hour storage would be for peak flow at build out. He also stated that the District is considering an engine mounted pump for back up that will run on natural gas which is available on site. He indicated that this station is an integral part of the long term plan for the area. The District does have a permanent easement for the site but is working with the State Parks Department to increase the size of the easement. The current plant flow is approximately 60% of capacity. He indicated that they have also completed a master plan for the District recently. Ms. O’Neill indicated that Weld County Health had signed the application however a signature from Weld County Planning is still needed. Mr. Doering indicated that he had talked with Weld County Planning and that would not be a problem. Mr. Allen asked about the phasing. Mr. Mesloh indicated that they plan to build the new station in the newly acquired easement while still using the existing station. Mr. Ramey made a motion to recommend for approval of the application. Mr. Duell seconded the motion and it passed.

**5. Decision Item: Site Application – Upper Thompson Sanitation District – Amendment of an Existing Site Location Approval**

Ms. O’Neill introduced the application and indicated that it was for a re-rating of the facility from a 2.0 MGD facility to a 2.5 MGD facility with no construction. Mr. Hodge indicated that the back up generator would be sufficient for the increased rating. In addition, the District

already had a SCADA system in place. Mr. Ramey made a motion to recommend for approval of the application. Mr. Mays seconded the motion and it passed.

6. **Public Hearing: Plan Amendment – City of Ft. Lupton**

Mr. Farrill called the public hearing to order. Ms. O'Neill reviewed the hearing process. She then presented a map and reviewed the proposed amendment from the City of Ft. Lupton for their service area boundary. She indicated that the Association had received comments from Lochbuie, Northglenn, and St. Vrain Sanitation District on the proposed amendment. In response, the City of Ft. Lupton had worked with those entities and revised the original request to address the concerns as shown by the map. She also indicated that as the City of Ft. Lupton continues to work with these entities on the planning issues, there may be additional amendments requested in the future.

Mr. Ramey asked if the City had a comprehensive plan that reflects this new boundary. Mr. Sidebottom indicated that the comprehensive plan is underway but there are growth boundary agreements with the other cities that reflect these boundaries. Mr. Ramey asked if the new boundary would cover the Rocky Mountain Vista mobile home park. Mr. Sidebottom indicated it did but they are not planning to serve them at this time however, they could provide service if the park annexes. Mr. Adams asked whether the City could provide service if they did not annex. Mr. Sidebottom stated that they could provide service through a contract as they plan to do with Todd Creek North however, they currently do not have a line that far south. Mr. Ramey asked if the Wattenberg area was in the new boundary and if so, would the City accept the waste from the RO plant. Mr. Sidebottom indicated that Wattenberg would be in the new area and that the ability to serve them would depend somewhat on Todd Creek as they will run the line. He indicated that the agreement does allow for other entities to tap into the line. Mr. Farrill then asked for any comments from the public. There being no additional comment Mr. Doering made a motion to approve the plan amendment. Mr. Adams seconded the motion and it passed.

7. **Discussion Item: Plan Amendment – Town of Hudson**

Ms. O'Neill introduced the proposed amendment to the Town's 208 boundary. She indicated that the Town is currently working on a Utility Plan to consider long range solutions for their waste treatment needs. The expansion requested will include land that is in the Growth Management Area and includes a new truck stop and prison. Ms. O'Neill indicated that the only comments received by the Association were from Keenesburg and Resource Colorado which indicated no concern with the proposed expansion.

Mr. Farrill then asked for a motion to close the public hearing portion of the meeting. Mr. Sidebottom made a motion to close the hearing. Mr. Holdren seconded the motion and it passed.

Ms. Sidebottom indicated that the City of Ft. Lupton did not have any concerns and may be interested in coordinating with Hudson for service in the future. Mr. McGibbon indicated that the Town will be submitting the Utility Plan shortly to the Association for review. Ms. Frarck asked if they have had to renegotiate the agreement with FRICO for the discharge. Mr. McGibbon indicated they had.

8. **Discussion Item: NFRWOPA Policy Changes**

Ms. O'Neill indicated that the Association is considering updates to three policies. These changes were triggered by the following:

- The approval of the Utility Policy in 2005 that requires Utility Plans after January 2008 for all public entities and how these Utility Plans affect the site application process.
- The desire to have better guidance on lift stations.
- The desire to have better guidance on the establishment of service area boundaries.

Ms. O'Neill then presented the proposed changes to the Site Location and Design Approval Review Policy. She indicated that the changes were being recommended by both the Executive Committee and the Utility Plan Review Committee. They include the need to have an approved Utility Plan in place beginning in 2008. There is also clarification added to the policy that will allow for an expedited process on some site applications once an approved Utility Plan is in place. Additional guidance on lift stations was also added.

Ms. O'Neill then moved to the changes proposed for the Plan Amendment Process. She indicated that the changes were being recommended to the Association by the Utility Plan Review Committee. They include the need to have an approved Utility Plan in place beginning in 2008. There is also guidance added for the establishment of service area boundaries including what type of information should be submitted.

Ms. O'Neill then discussed the changes to the Utility Plan Guidance Document. She indicated that the changes to this document were being recommended to the Association again from the Utility Plan Review Committee. They include the need to have an approved Utility Plan in place beginning in 2008. There has also been guidance added for the establishment of service area boundaries. This guidance identifies what type of information should be submitted and how conflicts are handled. There is also additional guidance on lift stations as well as the addition of a document review, comment, and sign off sheet. Mr. Farrill added that the intent of these changes were to streamline and clarify the process. He indicated that having Utility Plans in place is critical and it will serve NFRWQPA well in the future. Mr. Mays stated that he felt the policy read much easier than many state documents.

**9. Other Business**

- A. Water Quality Control Commission: Ms. O'Neill indicated the main thing considered by the Commission in May which was of interest to our region was the 303(d) listing methodology.
- B. Poudre Monitoring Committee: Ms. O'Neill stated that the Committee continues to move forward with finalizing the monitoring plan and the IGA between the participants. The Committee also received an e-mail from the Water Quality Control Division indicating that the Division has received an EPA award for working on the process with the Stakeholders. The Division expressed that they felt that the award should go to those who had the vision and are doing the heavy lifting which is all the participants. The Division also thanked the group for their work and for providing the state with good data.
- C. Town of Severance Membership Vote: Ms. O'Neill stated that as per a decision at the April meeting, a vote of the membership was conducted via e-mail for the membership request from the Town of Severance. She indicated that she received 28 responses from the 34 voting member, all in favor of the approval of Severance as a voting member. Severance had been notified of the approval and has since submitted their dues for 2007.

**10. Adjourn**

There being no further business, the meeting was adjourned at 3:50 p.m.