



WATER AND SEWER BOARD REGULAR MEETING
May 8, 2019 – 6:30 a.m.
2nd Floor Conference Room – 301 Walnut Street
Windsor, CO 80550

MINUTES

A. CALL TO ORDER

Board Chairperson Bielawski called the meeting to order at 6:30 a.m.

1. <u>Roll Call</u>	Chairperson	Greg Bielawski
	Vice-Chairperson	Carlos Medina
	Secretary	Julie Cline
		Darell Zimbelman (absent)
		Milt Tokunaga
		Milton Geiger
		Janene Willey
	Town Board Liaison	Ken Bennett

Also present:	Town Manager	Shane Hale
	Director of Engineering	Dennis Wagner
	Water Resources Manager	John Thornhill
	Storm Water Coordinator	Janine Hegeman
	Utility Billing Admin Specialist	Erin Porter

2. Review of Agenda by the Board and Addition of items of New Business to the Agenda for Consideration by the Board
There were no additional items added to the agenda.
3. Public Invited to be Heard
There was no public comment.

B. CONSENT CALENDAR

There were no items on the consent calendar

C. BOARD ACTION

1. Minutes of April 10, 2019 Regular Meeting
Board Member Willey moved to accept the minutes for the April 10, 2019 Meeting; Board Secretary Cline seconded the motion. Motion carried unanimously.

D. PRESENTATIONS AND DISCUSSION

1. Municipal Separate Storm Sewer System (MS4) update

Storm Water Coordinator Janine Hegeman updated the Board on the status of the MS4 program. Ms. Hegeman stated that the Program Description Document (PDD) is in compliance with having the document available to the Colorado Department of Public Health and Environment (CDPHE) and the Environmental Protection Agency (EPA). She stated the document is updated as additional programs are initiated.

The Public Education and Outreach part of the program is complete, recently there was a presentation to the Cub Scouts about Storm Water.

The Illicit Discharge Program is on track for completion by July 1, 2019. Site plan review for compliance is underway and site inspections are on track to start in June and Safebuilt will assist with single lot inspections. The Town is currently waiting on the completion of the Program Document, which the draft is under final review with the Engineering and Planning Departments.

There has been one illicit discharge report filed to date at the 7-11 gas station on Crossroads where a customer accidentally had the nozzle fall out of the vehicle during fueling. There was no regulatory or financial impact to the MS4 for this incident.

The Post-Construction Program is the permanent water quality features that the Town requires for installation at construction sites. This is scheduled for completion by July 2020. The Town is still waiting on the creation of a program document.

The Municipal Operations Program is on track to be completed by July 2020 with the exception of Bulk Storage, which is scheduled for completion by July 2021. Items that have been completed include: 20 standard operating procedures (SOP), each with a 1-2 page document that outlines how to handle a product or conduct an activity in a manner that will prevent Stormwater Pollution have been completed, a crosswalk with all Town Facilities has been created with all of the SOPs in place to create the Runoff Control Plans (RCPs) for each facility, and an inspection template has been set up in the inspection software. Currently Ms. Hegeman is working with GIS to obtain aerial photographs of facilities for the RCPs.

2. Water Court Case Update

Water Resource Manager John Thornhill updated the board on current water court cases that the Town is involved in.

3. Cash In Lieu Update

The current cash-in-lieu established February 15, 2019 was \$49,300/acre foot (af) which was based on a Colorado Big Thompson (CBT) unit price of \$34,500/unit. Starting June 1st, cash-in-lieu will increase to \$35,900/CBT unit which equates to \$51,300/af. The Town currently limits cash-in-lieu to no more than 50% of the total raw water dedication requirements. The Board discussed the potential for only allowing cash-in-lieu and no longer accepting any raw water dedication in the future.

4. Water & Sewer Board Role discussion

Town Board Member/Mayor Pro Tem Ken Bennet started discussion with the board on the current role of the Water Sewer Board and what the Board Members envisioned the role of the Water Sewer Board as an Advisory Board is. The discussion included aspects of community education and outreach as well as the Board being a resource for the Town Board because of technical and institutional knowledge.

E. COMMUNICATIONS

1. Staff

a. Watson Lake Fish Ladder

This was a dedication for a mitigation project that NISP participants supported to create a fish passage from a diversion at the Watson Fish Hatchery. At the time of the dedication, about half of the tagged fish had used the ladder.

b. Water Rentals Update

The Town rented additional water from the previous meeting, totaling about 900 af to date.

c. Bellvue Water Treatment Plant Tour

Mr. Thornhill asked for feedback from the Board about the recent tour of the Bellvue Water Treatment Plant.

d. Cub Scouts Pack 199 Presentation

Mr. Thornhill provided information about the presentation that he, Board Member Willey, and Ms. Hageman made to Cub Scout Pack 199. He stated that it was interactive and a fun event.

2. Board

a. Summer Board Tour

Mr. Thornhill asked the Board for feedback on if a tour of local water supply and resources was something of interest.

G. ADJOURN

Board Member Tokunaga moved to adjourn the meeting at 8:28 am; Board Vice-Chairperson Medina seconded the motion. Motion carried unanimously.

Submitted by:



Erin Porter, Utility Billing Administrative Specialist