



**St. Vrain Sanitation District
Minutes of April 18th, 2024
Regular Board Meeting**

Attendance -

Board Members present: Dan March, Josh Cook, Glen LaVanchy, Chris Kampmann, and Ryan Freeman.

Staff: Heidi Hurtado, Jon Peterson, Dan Feller, Paul Bremser, Alex Arnold, Jackson Encinias, Clayton Betts, Zach Gomez, Anthony Ramirez and Catherine Tallerico of Lyons and Gaddis.

Public: Rob Fleck, Michael Werner, Keven Feeley, and Josh Baile.

Call to order - 3:32 p.m.

The board meeting was called to order by the Board President, Mr. March, and the pledge of allegiance was recited.

Additions or deletions to the agenda - 3:34 p.m.

Addition of a correction of a typo under Consent Agenda: item l. OMS instead of ORC, and item f. under Other Business: Management request for an interim designated signor until the new District Manager is appointed.

Public invited to be heard - Michael Werner, former Employee of the District.

The Board was introduced to Jackson Encinias, Clayton Betts, Zach Gomez, and Anthony Ramirez, new plant staff.

Public Hearings - 3:42 p.m.

Mr. March opened a public hearing at 3:43 p.m. regarding EPA Industrial Pretreatment Program Compliance. Alex Arnold presented the program and stated that no public comments had been received since posting on March 26th, 2024.

Mr. March closed the public hearing at 4:03 p.m., leaving public comment open until the next meeting on April 26th at 3:30 p.m.

Consent Agenda - 4:00 p.m.

Consent Agenda included the following:

- a. Approval of February 15th & 20th, 2024 Meeting Minutes
- b. Financial Reports for February & March 2024
- c. Set a public hearing for Ingmire Inclusion for May 16th, 2024.
- d. Investment Report for 1st Quarter 2024
- e. TPH Firestone Trail, LLC Easement
- f. Barefoot Filing #7A SSA Agreement
- g. Barefoot Filing #7A Easement Agreement
- h. Ratify change order D2C building services.
- i. Ratify construction stormwater dewatering permit.
- j. Ratify contract for ORC services for collections dept.
- k. Ratify CDPHE change of contact for all WQCD Permits, Certifications And Authorizations - Collections
- l. Ratify contract for (OMS) Operating Maintenance Services for treatment plant.

Mr. LaVanchy moved to approve the consent agenda, and Mr. Cook seconded. The motion passed unanimously. **Approved**

Presentations/Staff Reports - 4:05 p.m.

Staff answered Board questions regarding departmental reports.

Executive Session - 4:30 p.m.

Mr. March moved to go into an executive session for a Personnel matter regarding the district manager's employment and contract pursuant to Section 24-6-402 (4)(f), C.R.S., and conference with the District's attorney regarding legal advice on specific legal questions relating to the same pursuant to Section 24-6-402(4)(b), C.R.S. Mr. LaVanchy seconded the motion. The motion passed unanimously. **Approved.**

Mr. March made a motion to exit the executive Session at 4:53 p.m. and return to the open meeting.

Mr. Cook made a motion to approve the contract, and the District Manager was given three checks. Mr. LaVanchy seconded the motion. The motion passed unanimously. **Approved**

Executive Session - 5:05 p.m.

Mr. March moved to go into an executive session to conference with the District's attorney regarding legal advice on specific legal questions relating to the Firestone water court litigation pursuant to Section 24-6-402(4)(b), C.R.S. Mr. LaVanchy seconded the motion. The motion passed unanimously. **Approved**

Mr. March made a motion to exit the executive Session at 5:45 p.m. and return to the open meeting.

Action Items - 5:50 p.m.

Mr. Cook made a motion to the District to move forward with a market analysis conducted by Graves Consulting Services, noting that the new District Manager can determine if other items in the proposal are needed later. Mr. LaVanchy seconded. The motion passed unanimously. **Approved**

Mr. Cook motioned to approve the treatment plant staffing plan, thanking Employee Mrs. Cooper for her dedication to the District and the generous offer to postpone retirement. Additionally, the plant manager, Mr. Bremser, may promote and change staffing duties as needed. Mr. Kampmann seconded. The motion passed unanimously. **Approved**

Mr. Cook motioned to enforce the contract as written, allowing a payback period spread over 12 months. Mr. Freeman seconded. Mr. Kampmann opposed, and the motion passed 4-1. **Approved**

Mr. Cook made a motion to move forward with HDR's plans to update the master plan and the two ongoing projects at the plant. Mr. Kampmann seconded. The motion passed unanimously. **Approved**

Other Business - 4:25 a.m.

The Board directed Mr. Feller to continue to review the Todd Creek Service Area Proposal and acquire more information and contract for services if needed to determine if the District can serve the area.

Direction was provided that Mrs. Hurtado should move forward with the DISC personal assessment training for staff and include the District Manager once one is appointed.

A request for HR Evaluation and or HR Consulting Firms was tabled and to be addressed by the new District Manager if needed.

The Board was informed about the open position with Firestone Urban Renewal Authority and instructed staff to proceed with working with Frederick on their Miner's Park Urban Renewal agreement.

Mr. Kampmann made a motion to appoint Dan Feller as Interim District Manager for a period not to exceed six months. After the discussion, Mr. Cook seconded the motion, and it passed unanimously. Direction was provided to provide a stipend based on the increased duties and responsibilities.

Executive Session - 7:15 p.m.

Mr. March moved to go into an executive session to conference with the District's attorney regarding legal advice on specific legal questions relating to the legal process for hiring a new district manager pursuant to Section 24-6-402(4)(b), C.R.S. Mr. LaVanchy seconded the motion. The motion passed unanimously. **Approved.**

Mr. March made a motion to exit the executive Session at 7:48 p.m.

The Board directed Mrs. Hurtado to oversee the routing of all applications to the hiring committee, comprising Mr. Cook, Mr. Freeman, Mr. March, and Mr. LaVanchy, for review.

A special meeting of the Board of Directors was set for April 24th, 2024, at 7:15 a.m. to consider non-finalist candidates for the district manager position, exempt from disclosure.

Mr. Cook made a motion to adjourn at 7:56 p.m. Mr. Freeman Seconded.
Adjourned

Recording Secretary

Date

Board Secretary

Date

MINUTES OF EXECUTIVE SESSION

An executive session was entered by the St. Vrain Sanitation District's Board of Directors on April 18th, 2024. It was duly moved, seconded, and unanimously approved that the Board enter into an executive session for purposes of discussing a personnel matter regarding the District Manager's employment and contract pursuant to Section 24-6-402(4)(f), C.R.S*. and conference with District's attorney regarding legal advice on specific legal questions relating to the same pursuant to Section 24-6-402(4)(b), C.R.S. The motion carried unanimously, and the Board entered an executive session from 4:30 p.m. to 4:53 p.m.

A second executive session was entered by the St. Vrain Sanitation District's Board of Directors. It was duly moved, seconded, and unanimously approved that the Board enter into an executive session for purposes of discussing with the District's attorney regarding legal advice on specific legal questions relating to the Firestone water litigation pursuant to Section 24-6-402(4)(b), C.R.S. The Board entered into the second executive Session from 5:05 p.m. to 5:45 p.m.

A third executive session was entered by the St. Vrain Sanitation District's Board of Directors. It was duly moved, seconded, and unanimously approved that the Board enter into an executive session for purposes of discussing with the District's attorney legal advice on specific legal questions relating to the legal process for hiring of a new district manager pursuant to Section 26-6-402(4)(b), C.R.S. The Board entered into the third executive Session from 7:15 p.m. to 7:48 p.m.

CERTIFICATION BY REGISTERED ATTORNEY

I, Catherine A. Tallerico, Reg. No. 19995, hereby certify that the executive Session was devoted to the issues stated above.



Catherine A. Tallerico

CERTIFICATION BY BOARD PRESIDENT

I hereby certify that I served as President of the Board of Directors, on April 18th, 2024. An executive session was held pursuant to 24-6-402(4)(f), C.R.S. for purposes of discussing a personnel matter regarding the District Manager.

A second executive session was held pursuant to 24-6-402(4)(b), C.R.S for purposes of discussing legal advice on specific legal questions relating to the Firestone water litigation pursuant to Section.

A third executive session was held pursuant to 24-6-402(4)(b), C.R.S for purposes of discussing advice on specific legal questions relating to the legal process for hiring of a new district manager

President and Chair