

METRO WASTEWATER RECLAMATION DISTRICT

Minutes of the Regular Meeting of the Board of Directors December 17, 2019

The Board of Directors of the Metro Wastewater Reclamation District, in the Counties of Adams, Arapahoe, Douglas, Jefferson, and Weld, and the City and County of Denver, State of Colorado, met in regular session in the Board Room, 6450 York Street, Denver, Colorado, Tuesday, December 17, 2019, at 5:30 p.m.

Chairman Baertlein called the meeting to order.

Chairman Baertlein introduced Director LeGare to the Board of Directors.

1. ROLL CALL

Secretary Caldwell called the roll.

Officers Present:

Peter Baertlein, Denver
Scott Twombly, Thornton
Nadine Caldwell, Aurora
Andrew Johnston, Denver

Chairman
Chairman Pro Tem
Secretary
Treasurer

Directors Present:

Phil Burgi, Wheat Ridge
Philip Cipri, Berkeley
David Councilman, Pleasant View
John Dingess, Aurora
Robert Duncanson, Denver
Stephen Gay, Westminster
Jo Ann Giddings, City of Aurora
Mark Hunter, Lakewood
Joan Iler, Westridge
Kathryn Jensen, North Table Mountain
Janet Kieler, Denver
Craig Kocian, Arvada

Bob LeGare, Aurora
Dan Mikesell, Aurora
Sarah Niyork, South Adams
Christopher Pacheco, Denver
Steve Pott, Applewood
Bill Ray, Arvada
Ronald Sanchez, Crestview
Peter Spanberger, Denver
Amerigo Svaldi, North Washington Street
Dennis Towndrow, North Pecos
Ronald Younger, Denver

Directors Absent:

Charles Long, Thornton
Martin Majors, Fruitdale
Barbara Puls, Denver
Michael Sapp, Denver

Kim Schoen, Brighton
Greg Sekera, Lakewood
Del Smith, Bancroft-Clover
Mary Beth Susman, Denver

Others Present:

Mickey Conway
Bob Thomas
Liam Cavanaugh
Mitch Costanzo
Colleen Dempsey
Emily Jackson
Molly Kostelecky
Jim McQuarrie

District Manager
Deputy Manager/Director of Environmental Services
Senior Director of Coordinated Operations
Director of Engineering
Director of Human Resources
General Counsel
Director of Administrative Services
Director of Strategy and Innovation

Orren West
Brenda Adams
Isaac Avila
Rika Beck,
Matt Duncan
Kelsey Gedge
Mike Grengs
Jack Hennes
Mark Hofmeister
Ruth Kedzior
Corey Koenecke
Yvonne Kohlmeier
Jim Malloreay
Josh Malloreay
Bill Marquez
Kelley Merritt
Lydia Nkem
Mike O'Mara
Paul Parodi
Brittany Peshek
Adrian Quintana
Doug Rivera
Travis Sargent
Pat Stanley
Drew Tillman
Jesse Turpin
Ericka Vigil
Lance Wenholz
Blair Wisdom
Jason Zimbelman

Director of Maintenance
Senior Engineer
Staff Engineer
Engineer Associate
Principal Engineer
Principal Engineer
Staff Engineer
Communications Specialist
Senior Engineer
Assistant to the District Manager
Senior Programmer/Analyst
Administrative Assistant
Engineer Division Head Transmission System
Collections System Operator Lead
Senior Programmer/Analyst
Public Information Officer
Executive Assistant
Programming Application Support Supervisor
Accounting Supervisor
Administrative Analyst
Collections System Operator II
Utility Repairman
Facilities Maintenance Lead
Resource Recovery and Reuse (RR&R) Superintendent
Database Administrator
Plant Operator I
Plant Operator I
Transmission Supervisor
Technology and Innovation Officer
METROGRO Farm Administrator

2. PUBLIC COMMENT

There was no comment.

3. APPROVAL OF MINUTES

3.a Minutes of the Board of Directors Meeting on November 19, 2019

Chairman Baertlein asked if there were any corrections, deletions, or additions to the minutes of the Regular Meeting of the Board of Directors held November 19, 2019.

Director Councilman moved and Director Younger seconded the motion to approve the minutes of the Regular Meeting of the Board of Directors held November 19, 2019.

The motion carried unanimously.

4. RECOGNITION OF THE 2019 CHAIRMAN'S AWARD WINNER

Chairman Baertlein announced the 2019 Chairman's Award Winner, Blair Wisdom, and expressed appreciation for her service and dedication to the Metro District. Ms. Wisdom accepted a commemorative trophy and \$500 check. Mr. McQuarrie provided highlights of Ms. Wisdom's career with the District and spoke about her leadership qualities. Her name has also been added to the Chairman's Award plaque located in the lobby of the Robert W. Hite Treatment Facility's (RWHTF) Administration Building. Ms. Wisdom stated her gratitude for working for the District alongside her team.

5. RECOGNITION OF METRO DISTRICT STAFF REPRESENTATIVES

District Manager Conway recognized a representative group of Metro District staff members who played key roles in a variety of the District's 2019 accomplishments.

6. PROGRESS AND PROJECTION REPORTS

6.a Report by District Manager

District Manager Conway reviewed his written report, highlighting the new project conceptualization process and the continued development of the Metro District's Asset Management Program. More information will be included in the January Committee packets.

He also stated Suncor Energy USA Inc., Refinery (Suncor) experienced an operational upset resulting in an air borne plume and contacted the Metro District's Control Room 30 minutes after the event. District staff followed protocols and ensured employees were safe. After the event, the Colorado Department of Public Health and Environment (CDPHE) contacted Mr. Cavanaugh to discuss the installation of a small particulate matter sensor to collect background data. Mr. Conway answered a question about Suncor's requirements to contact the District's Control Room as soon as possible if they experience an operational upset.

6.b Report by General Counsel

Ms. Jackson stated the U.S. Environmental Protection Agency (EPA) approved Denver Water's Variance Program. A comment period of 30 days will be open to the public. She answered a question regarding the Metro District's comment to be submitted. Chairman Baertlein thanked Ms. Jackson and District staff for their work on this endeavor.

7. REPORTS OF OFFICERS AND COMMITTEES

7.a Meeting Minutes

There were no additions to the following meeting minutes:

Operations Committee	December 3, 2019
Finance Committee	December 5, 2019
Executive Committee	December 10, 2019

8. NEW BUSINESS

Consent Agenda

8.a Consideration of Rescinding Unexpended Capital Appropriations

Director Iler moved and Director Ray seconded the motion to adopt the following resolution:

WHEREAS, a number of projects of the Metro Wastewater Reclamation District, hereinafter referred to as the "Metro District," have been completed and it is now necessary that certain unexpended appropriations be rescinded; and

WHEREAS, the total of the unexpended appropriations is as follows:

General Fund Capital Project Account	\$ 298,785.56
Fixed Asset Replacement Fund	348,767.51
Acquisition and Construction Fund	<u>125,893.65</u>
Total Unexpended Appropriations	<u>\$773,446.72</u> ; and

WHEREAS, the Operations and Finance Committees, after having reviewed the matter, recommend that such appropriations be rescinded; and

WHEREAS, the Executive Committee, after having reviewed the matter, concurs in the recommendation of the other Committees;

NOW, THEREFORE, BE IT RESOLVED that the unexpended balances of the appropriations set forth in the attached Schedule of Appropriations To Be Rescinded—December 2019 be and hereby are rescinded.

The motion carried unanimously.

Roll Call Agenda

8.b Consideration of the Metro District Employee Health and Dental Insurance Program

Director Younger moved and Director Gay seconded the motion to adopt the following resolution:

WHEREAS, it is in the best interest of the Metro Wastewater Reclamation District, hereinafter referred to as the "Metro District," to adopt adjustments to the benefits package for all Metro District employees in order for the compensation for all Metro District employees to be at the prevailing rate of pay for equivalent work; and

WHEREAS, the Metro District is required by C.R.S. §32-4-510(1)(aa) to fix compensation of employees at prevailing rates of pay for equivalent work; and

WHEREAS, the term "compensation" has been held to include all remuneration for services rendered by Metro District employees, including but not limited to wages; salaries; pensions; overtime; holiday and vacation pay; educational assistance; and health, dental, and life insurance; and

WHEREAS, in 2017, the Metro District hired Gallagher Benefit Services, Inc. (Gallagher), a benefits consultant, to conduct an annual review of the Metro District's health and dental insurance benefits program in light of the statutory requirements; and

WHEREAS, for 2020, Gallagher recommends the Metro District continue to contribute to the cost of health insurance and dental insurance in the same percentages as 2019, and has opined the employer contributions are within the prevailing range in the Denver metropolitan area; and

WHEREAS, the Operations and Finance Committees, after having reviewed the matter, recommend adopting the following funding distribution for the Metro District's health and dental insurance programs:

1. Health Insurance: Effective February 1, 2020, the Metro District will contribute 81 to 91 percent of the cost of employee-only coverage and 75 to 88 percent of the cost of two-person and family coverage, depending upon the health insurance plan chosen and the number of dependents covered; and
2. Dental Insurance: Effective February 1, 2020, the Metro District will contribute 70 percent of the cost of employee-only coverage and 56 percent of the cost of two-person and family coverage; and

WHEREAS, the Executive Committee, after having reviewed the matter, concurs in the recommendation of the other Committees;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby determines the following funding distribution for the Metro District's health and dental insurance programs are necessary in order for the benefits package to meet the statutory mandate:

1. Health Insurance: Effective February 1, 2020, the Metro District will contribute 81 to 91 percent of the cost of employee-only coverage and 75 to 88 percent of the cost of two-person and family coverage, depending upon the health insurance plan chosen and the number of dependents covered; and
2. Dental Insurance: Effective February 1, 2020, the Metro District will contribute 70 percent of the cost of employee-only coverage and 56 percent of the cost of two-person and family coverage.

Chairman Baertlein called for a roll call vote which carried with 27 Directors voting Yes:

Peter Baertlein
Phil Burgi
Nadine Caldwell
Phil Cipri
David Councilman
John Dingess
Robert Duncanson
Stephen Gay
Jo Ann Giddings

Mark Hunter
Joan Iler
Kathryn Jensen
Andrew Johnston
Janet Kieler
Craig Kocian
Bob LeGare
Dan Mikesell
Sarah Niyork

Christopher Pacheco
Steve Pott
Bill Ray
Ronald Sanchez
Peter Spanberger
Amerigo Svaldi
Dennis Towndrow
Scott Twombly
Ronald Younger

8. INDIVIDUAL DIRECTOR COMMENTS

There was none.

9. OTHER INFORMATION

There was none.

10. ADJOURNMENT

Chairman Baertlein thanked employees for a terrific 2019 and for attending the appreciation reception.

Chairman Baertlein adjourned the meeting at 6:02 p.m.

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