

MINUTES OF THE GEORGETOWN SILVER PLUME JOINT WASTEWATER TREATMENT
COMMISSION

March 2, 2011
1:00 pm

MEMBERS PRESENT; Tom Bennhoff and Earl Ballard. Also present were Tom Hale and Mary Simms from the Town of Georgetown. Clay Brown and Jarrod Biggs from DOLA were present.

The meeting minutes of February 2, 2011 were approved by the Commission.

Public Comments: Elaine McWain presented concerns to the Commission on the equity of the proposed EQR system. The concern was primarily about what would be classified as multi-family. How will the town determine the difference between single family residence with separate units and a true multi-family unit? The chief concern is how will the town determine if the occupants are related or not, or if the unit is incoming producing. Clay Brown pointed out that the Town is simply changing the EQR values in the present EQR system that the Town has now. The system is not new to Georgetown. The same administration challenges exist today. Determination of the residential and multi-family is the same under the proposed schedule and the existing schedule. However it appears that the definitions of each category would assist in the administration of the EQR system. There is a need to make sure the definition clearly defines single family and multi-family. Both town codes need to contain the same definitions. The Commission appreciated Ms. McWain's comments and will work to clarify definitions.

Review of EQR system: The Commission went through the proposed EQRs to see where refinements were needed. Record retention of EQR determinations was discussed. Silver Plume will retain an inventory worksheet and submit a copy to GT. Tom B. had concerns about the EQR for restaurants to him. The concern is that sq. ft or seats does not work for restaurants. He thinks usage is the only way to go. Earl B agreed that ultimately metered use is the way to go. However since the proposed system is not using usage, a multiplier for restaurant EQRs is needed. It was decided to use the proposed number of seats for restaurants with no other use. If the restaurant also has retail space square footage will determine the EQR for the commercial space. Tom B. also asked that the public laundry be reconsidered. The Commission decided to change the EQR from the proposed 1 EQR per machine to .85 EQR per machine.

The Commission also worked on definitions for the proposed EQRs. The following definitions were proposed.

Multi-family: a unit has a separate entrance with living quarters, kitchen facilities, and bath.

Single Family: Single family detached structures including up to one legal accessory use. An accessory use is a subordinate use to the principle use including garage apartments and guest house.

Public Restroom: The primary purpose is for public restroom open to the public 12 months per year. Restroom ancillary to public building are not considered public restrooms. If the public restroom is not open year round the EQR will be determined by square footage.

Reserve Discussion: Clay mentioned to the Commission that the other part of the equation that determines monthly rates is the rate that the reserve funds are filled from the monthly service fee. Presently there are 3 reserve funds proposed with certain maximum limits. There are;

- 1) Operation and Maintenance Reserve at \$70,000 (rounded). This reserve was required upon issuance of the debt by Georgetown. Those funds will be returned to Georgetown and the fund will be capitalized as outlined below. This fund must stay fully capitalized.
- 2) Sewer Equipment Replacement Reserve at \$100,000. It is anticipated that expenditures from this fund will not be needed for some time. The new equipment will last a while. The Commission discussed having the monthly fee capitalize this fund in 10 years. However in order to help with the implementation of new rates the fund will be capitalized in 20 years.
- 3) Long term Capital Replacement at \$5,000,000. This fund is for eventual replacement of the plant. The Commission decided to have this reserve fund fully funded in 30 years.

A lengthy discussion ensued on the capitalization of the liquidation of the old 10% Capital Fund from the old IGA. As mentioned above, the present O&M Reserve was funded by Georgetown as required by the ARRA Loan. Clay Brown suggested that the old 10% fund be used to capitalize the O&M reserve, capital expenses at the old plant and use the balance toward the next loan payment. Clay’s reasoning was that if the fund was used in this way, both towns would benefit. Georgetown would recoup funds that could be used towards the collection system and Silver Plume would not have to make as much in additional contributions. Brown reasoned that the sludge dewatering unit purchased earlier was actual a capital cost for the plant. It was for the old plant but will be used with the new plant as well, so it should be paid for out of the 10% Capital Fund. The Commission agreed and the following chart outlines the proposed method for the distribution of the old 10% Capital Fund.

Joint Reserves and Debts	
Joint Reserve	\$173,636.00
Sludge Dewatering	(\$33,800.00)
O&M Reserve Capitalization	(\$70,000.00)
2011 ARRA Bi-Annual Debt Service	(\$95,000.00)
Net	(\$25,164.00)

There is not enough money in the old fund to fully pay the next loan payment. The Commission decided that the balance of the loan would be paid as outlined in the chart below.

Remaining Joint Debt
GT - 83% SP - 17%
(\$20,886.12) (\$4,277.88)

The Commissioners also discussed the use of the County’s contribution to Silver Plume. The following table summarizes the discussion on the allocation of funds.

Silver Plume Debts to Georgetown	
SP County Contribution	\$100,000.00
Phase I	(\$41,769.00)
Phase II Non-Arra Costs	(\$60,980.00)
2010 ARRA Loan Payment	(\$16,150.00)
Net	(\$18,899.00)

The towns will discuss the possibility of a payment plan for Silver Plume to pay the \$18,899 balance. This would allow Silver Plume to pay off their old Farmers Home loan so that they could close on the new Authority loan to replace the collection system. Silver Plume is trying to complete the loan as soon as possible so that they can put the Infiltration & Inflow project out to bid. Reduction of the flows from Silver Plume is integral to the new approach to operating the wastewater plant.

Summary of future agendas and tasks:

- Finalize spreadsheet and produce rates
- After public comment review the EQR schedule and revise as necessary
- GT analyze Clifton Gunderson work and incorporate into collection rate
- Silver Plume finalize collection system rate

The next meeting will be March 23rd at the Georgetown Town Hall at 1:00 pm.

The meeting adjourned at 4:30 pm.