



Executive Board Meeting Minutes

Date: March 15, 2018
Time: 11:00
Place: South Adams County Water and Sanitation
Present: Amy Burk, Jack Mirabile, Patrick Maes, Cassie Grotheer (via conference call)

I. Call to Order by Chair: 11:01 a.m.

II. Approval of Previous Meeting Minutes:

- February meeting minutes: Motion: Patrick; Second: Amy

III. Old Business:

- February General Membership Event – Tour of PCA
 - 19 attendees
 - Favorable response
 - Pictures were not taken on the tour, but JB Reyes may have pictures that we can include in the 1st Quarter newsletter. Amy will reach out to him.
- Brochures – Cassie to reach out to Hunter to obtain brochures.

IV. Chairperson's Report: Jack

- Would like to send out a survey to members by the end of April asking “what can CIPCA do for you?”, i.e. what would members like to see for future tours/events, what would you like to see at the Fall Conference, what works/what doesn't, how can we better serve our members, and how can we improve. TR assigned to this.
- Membership dues are now past due. We need to send out an email to current members reminding them to pay their dues. Alex assigned to this.
- New Business
 - April General Membership Meeting Ideas:
 1. Coors/City of Golden wastewater treatment plant. Jack assigned to this.
 2. Denver International Airport. Jack assigned to this.
 3. Veolia (CWT). Patrick assigned to this.
 - Board was asked to keep thinking of ideas for a June and December event. Jack will reach out to Dave to follow up on his idea of a Pretreatment 101 one-day training.
 - August Member Appreciation Event
 1. Guided walking tour of Garden of the Gods was discussed. Amy will research and provide information to the Board.
- 2018 Fall Conference – Ameristar Resort Casino, October 12, 2018
 - Jack will email the Board to approve raising the registration fee from \$65 to \$75.
 - Potential speakers/presentations were discussed:
 1. Dave Louch, All State Pumping & Consulting, LLC and former pretreatment professional at Littleton/Englewood and Plum Creek. Cassie will reach out to him.
 2. Someone to speak on sampling/Local Limits.
 3. Board will reach out to Al Garcia for various EPA presentation topics in June.
 4. CDPHE State Update/other topics
 - Potential roundtable topics:

1. How fees are assessed and collected from IUs for industrial waste questionnaires, permits, etc.
 2. How pretreatment programs are managing breweries.
 3. Non-significant CIUs. Are people designating significant versus non-significant or are all CIUs managed/permited the same?
 4. How are POTWs building relationships with city planners and the building departments in their cities/towns?
- Since so many Board members were unable to attend the meeting, Jack will reach out to everyone about scheduling a conference call in April.

V. Co-Chair Report: TR

- Not present.

VI. Treasurer Report: Patrick

- Checking account has a balance of \$3,663.23
- PayPal account has a balance of \$784.08
- Two groups of CIPCA memberships have been paid so far this year via PayPal.
- Updating and finalizing the master email list.

VII. Secretary Report: Amy

- New check books arrived from Wells Fargo; delivered to Patrick.

VIII. Education/Issues Editor Report: Dave

- Not present

IX. Technology and Communications Report: Alex

- Not present

X. Newsletter Editor Report: Cassie

- Please send pics for 1st Quarter newsletter Board member bios ASAP.
- Has reached out to Al, Emilio, and Stephanie at EPA for potential articles.
- Will put a reminder in the newsletter asking members to pay dues and provide a list detailing the benefits of a CIPCA membership.
- Needs Issues Editor article from Dave. Will reach out to him.
- Jack can provide an article on a brewery initial site inspection resulting from a Connector contacting Metro about corrosion in the sewer line.

XI. Next meeting:

- May 24, 2018 at 11:00 a.m.
- Northglenn

XII. Motion to adjourn:

- Made by: Patrick
- Seconded by: Amy