



Meeting Agenda

4:30 – 6:00 PM, Wednesday Mar 4th, 2020 Lyons Town Hall

I. General Business

- Amendments to Agenda
- Approve Minutes from Feb 19th, Feb 20th
- Upcoming Meetings
- Audience Business

II. Liaison Updates

- Board of Trustees Update
- Staff, Engineering Update

III. Continued Business

- 2020 Priorities
- Wastewater Pretreatment

IV. New Business

- Elections
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V. Parking Lot

- Stormwater - Steamboat Valley/High street
- LRAP 2.2.1/ Hwy 66 project
- Lighting Section in Construction Design Manual
- Smart Meter Opt-out Policy



UEB Meeting Minutes, Feb 19, 2020

Meeting Time and Location: Began at 4:30 at Town Hall.

Attendance: Aaron Caplan, Jim Kerr, Chris Meline, Don Kuntz

Staff: A. Caplan **BOT Liaison:** Mike Karavas **Guests:** Nick Angelo, Mark Browning

Previous Minutes: Minutes from Feb 5- approved.

CAMU Meeting : Jim Kerr attended and gave a report. Heard an update from Ft. Collins on their 1 year review of starting Time of Use Billing. **Jim will send a link to the report.** They found it did reduce peak time usage. Also noted that their electric system is 90% underground. Colorado Springs is setting a goal to be coal free by 2030.

BOT Updates: Mike K.- Utility code modifications to municipal code passed, Sensus contract approved, current Board wants to try and get Pretreatment passed before new board of trustees is seated.

Staff Update: Aaron C.- The 12" water line running along Apple Valley to the water tank broke. Staff was able to get locates, get an excavator, work with Boulder County for permits on their road and get the line fixed in about 8 hours.

2020 Priorities: UEB voted to approve the 2020 Priorities and present to the BOT. Discussion on UEB members each picking one or two topics and focusing on them for the year.

Pretreatment: Looked over other municipalities Local Limits and talked about EPA guidelines and the UEB felt this was probably something that would need outside consultation. **Aaron will look into options.** Reviewed the enforcement remedies and that portion of code looked good. **Aaron will be putting together a draft, presenting it at a BOT workshop and bringing back to UEB.**

Meeting ended: 5:45 pm. **Minutes Submitted by:** Jay Stott



UEB Special Meeting Minutes, Feb 20, 2020

Meeting Time and Location: Began at 4:30 at Town Hall.

Attendance: Aaron Caplan, Jim Kerr, Chris Meline, Don Kuntz

Staff: BOT Liaison: Guests:

Previous Minutes:

O Carter Drive Development Review: After hearing staff's review and comments on the water, wastewater, and electrical the UEB focused on the stormwater. The UEB began our review with a discussion to understand and emphasize that the development for the single family homes in the area had already been platted and allowed based on earlier drainage reports and that this review was only of the area called Tract A or the multi-family homes.

The UEB does want to make sure that the drainage study did or will look to the more recent ICON stormwater report when considering drainage implications for Tract A. While most of the surrounding area drainage concern does fall onto Carter Drive and the single family homes area which are already platted, we wanted to make sure the amount of impervious surface being added for the Tract A portion of development was reviewed with respect to the to ICON report.

The UEB would like to see actual mappings or drawings showing the various sub-basins listed in the drainage report.

The UEB also discussed the concerns that were presented to them about the 18" storm sewer system that ICON's stormwater report lists. The UEB had specific concerns with ICON's interpretation of the stormwater improvements in this area and voiced those concerns when the report was drafted. We sent our concerns to ICON and requested feedback from them and that changes be made to the report before accepting the final stormwater master plan for approval. ICON did send a response to the UEB's concerns; " Comment noted and fair point. ... The local drainage criteria should continue to recommend 18" diameter and similar storm sewer culverts." Based on our previous review and ICON's response the UEB did not have concerns about 18" culverts.

The UEB does feel the drainage study should specifically reference the ICON study and show how they will accommodate all concerns listed for this part of town. If they have documentation to show concerns expressed in the ICON report other than the 18" storm sewer line which should not be a concern that information should be included in the report.

Meeting ended: 6:15 pm. **Minutes Submitted by:** Aaron Caplan

UEB 2020 Priorities

Present a wastewater pretreatment ordinance for Lyons Municipal Code (LMC) to the trustees.

Review electric rate structure after the upgrade to an Advanced Metering Infrastructure.

Supply the trustees with a midyear review of utility funds and a 2021 budget for the utilities.

Develop a storm drainage maintenance plan.

Develop a comprehensive 5 year CIP, Capital Improvement Plan that includes all utilities and streets so that there is an overall picture of priorities and the ability to coordinate projects.

Draft Wastewater Pretreatment Code

LMC 13-4-90. Wastewater Pretreatment

(a) No customer shall discharge wastewater containing pollutants in excess of the following limits to the town system:

Copper –
Lead-
Mercury-
BOD-
Etc.

(Determining the acceptable pollutant levels or limits on a per customer basis will require additional work.)

(b) The Town Administrator is authorized to update local limits for discharges into the Town's wastewater system, subject to Board of Trustees approval by resolution. When adopted by Board resolution, users shall have a period of up to thirty (30) days to bring discharges into compliance with such regulations. The Town Administrator is authorized to extend such compliance period for up to an additional sixty (60) days for good cause shown. Such compliance periods shall not affect the Town's ability to order emergency suspensions of service pursuant to Section 13-4-90(g).

(c) Where necessary customer shall provide, at its own expense, such preliminary pretreatment for its wastewater to meet the above limits. Any equipment and facilities required to pretreat wastewater to a level in compliance with this chapter shall be provided, operated and maintained at the user's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the Town for review, and shall be approved in writing by the Town before construction of the facility. The review of such plans and operating procedures will in no way relieve the user from the responsibility of modifying the facility as necessary to produce wastewater in compliance with the provisions of this chapter. Any subsequent changes in the pretreatment facilities or method of operation shall be reported to the Town and approved in writing prior to the user's initiation of the changes.

(d) The Town will annually publish on its website or in one or more newspapers a list of users in significant noncompliance with applicable pretreatment requirements. All records relating to compliance with applicable standards or requirements shall be made available to officials of the EPA or state regulatory authority upon request, subject to any limitations contained in state statutes. [This was in the Louisville Mun. Code 13.32.100]

(e) The Town Administrator is authorized to take any and all actions necessary or appropriate to enforce the provisions of this Chapter, including the issuance of written notices of violation with a designated cure period to remedy any violation. If the violator fails to cure a violation within the designated cure period, the Town may suspend wastewater and/or water service to such violator.

(f) When the Town Administrator finds that a user has violated, or continues to violate, any provision of this Chapter or an individual wastewater discharge permit, or a general permit or order issued hereunder, or any pretreatment standard or requirement, the Town may fine such user in an amount not to exceed one thousand (\$1,000) dollars. Such fines shall be assessed on a per-violation, per-day basis.

(g) Unpaid charges, fines, and penalties (“amount due”) shall, after thirty (30) calendar days after their scheduled “due date”, be assessed an additional penalty of five percent (5%) of the unpaid balance, and thereafter an additional penalty of five percent (5%) per month or fraction thereof to a maximum of twenty-five percent (25%) of the amount due, and interest shall accrue on the amount due after thirty (30) calendar days at a rate of 0.666% per month (8.0% per annum). A perpetual lien against the user’s property shall exist and may be recorded for unpaid charges, fines, and penalties.

(h) The Town may immediately suspend a user’s right to discharge, after informal or written notice to the user, whenever such suspension is necessary to stop an actual or threatened discharge, which reasonably appears to present, or cause an imminent or substantial endangerment to the health or welfare of persons. The Town may also immediately suspend a user’s discharge, after notice and opportunity to respond, that threatens to interfere with the operation of the wastewater treatment plant, or which presents, or may present, an endangerment to the environment. The Town may immediately suspend a User’s receipt of water service from the Town, after informal or written notice to the user, whenever such suspension is necessary to stop an actual or threatened discharge, which reasonably appears to present, or cause an imminent or substantial endangerment to the health or welfare of persons. The Town may also immediately suspend a User’s receipt of water service from the Town, after notice and opportunity to respond, that threatens to interfere with the operation of the wastewater treatment plant, or which presents, or may present, an endangerment to the environment. Nothing in this Section shall be interpreted as requiring a hearing prior to any Emergency Suspension under this Section.

(i) Nothing in this section shall be construed to prohibit the Town from recovering the costs of collection, including but not limited to disconnection or reconnection fees, reinstatement charges, or penalties where fraud is involved.