

MINUTES OF BOARD OF DIRECTOR MEETING
 VALLEY SANITATION DISTRICT
 July 17, 2024

A meeting of the Board of Directors of the Valley Sanitation District was held on this date at the Platte Canyon Water and Sanitation, 8739 W. Coal Mine Avenue, Littleton, CO.

Phyllis Gooden Connie Kucharski Vince Leone Chris Dye
 Mary Alice Ledbetter

In addition to the board Cynthia Lane and Armando Quintana of Platte Canyon Water and Sanitation, were in attendance.

1. MINUTES: Connie Kucharski made a motion to approve the minutes and Vince Leone seconded the motion. The motion passed.

2. APPROVAL OF BILLS: Connie Kurcharski made a motion and it was seconded by Vince Leone to pay the bills. The motion passed.

1. Patricia B. Harris, wages	\$266.42
2. Phyllis Gooden	92.35
3. Mary Alice Ledbetter, Director Fee	92.35
4. Connie Kucharski, Director Fee	92.35
5. Vincent Leone, Director Fee	92.35
6. Chris Dye, Director Fee	92.36
7. American Backflow Consultsing Services – Lift Station Maint.	120.00
8. Comcast Business – Lift Station Utilities	113.75
9. Colorado Department of Revenue	69.00
10. City of Englewood – Lift Station Utilities	19.36
11. Falcon Environmental Corp	831.84
12. Collins Cole Flynn Winn Ulmer, PLLC – Legal Fees	950.00
13. Platte Canyon Water & Sanitation District	11,254.42
14. Utility Notification Center of Colorado	85.14
15. Xcel Energy-Lift Station Utilities	1,135.44
16. Federal Tax Deposit	<u>217.70</u>
	\$ 15,524.80

3. RECEIPTS:

Arapahoe County Taxes	\$ 63,251.82
City and County of Denver	<u>19,012.00</u>
	\$ 82,263.82

4. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK:

Checking account balance: \$ 10,307.91

5. COLOTRUST:

General Plus Fund

June Deposit - \$ 28,528.15
Income Earned - \$ 4,544.92
Balance - \$ 1,022,782.90
Interest - 5.4069%

Enterprise Plus Fund

June Deposit - \$ 0.00
Income Earned - \$ 336.97
Balance - \$ 76,219.43
Interest - 5.4069%

6. AGENDA ITEMS:

a. VALLEY MAINTENANCE

(1) June

Hydraulic Main Cleaning: 0 maintenance scheduled; 3,183 feet completed
Lift Station Visits: 4 scheduled; 15 completed due to alarms and overtime calls

(2) July

No maintenance scheduled
Lift Station Visits: 4 scheduled

There were seven locates completed.

7. Sheridan Sanitation #1: Cynthia said she had talked to Tim Flynn and he is getting pressure from Sheridan to proceed with dissolution of Sheridan #1 and move that into Valley Sanitation. This topic will be coming up for discussion in the next couple of months.

8. Lift Station Update: Phyllis asked about the air conditioning at the lift station. The air conditioning has been upgraded while they work on a permanent solution to the problem. Chris asked about the installation of the suction pipe and Cynthia said the installation is not scheduled. The contractor will fit Valley Sanitation in between jobs. The work should only take one day and the by-pass pump will be used for a one day shift. Platte Canyon has two pumps to use for the by-pass.

Cynthia said they are in a holding pattern on a couple of things. New programming has been installed in the lift station which makes it easier for the pumps to hold prime. They have changed operation of the system so that pump 2 is running primarily and pump 1 can be used as backup since it takes a long time to prime. Due to the current dry season there is not a need for both pumps to run. Platte Canyon is working with Brian Dennis at Precision who has proposed several options. The station is currently working pretty normally and is manageable.

9. Tim Flynn: Valley Sanitation attorney, Tim Flynn, will be moving to a new law firm, Ireland Stapleton Pryor & Pascoe, PC. His previous firm is too small for his needs and the new firm offers better resources. Tim Flynn is asking for consideration of his request to remain as the legal council for Valley Sanitation. Cynthia recommends remaining with Tim Flynn in this move. Tim

Flynn is committed to working on a succession plan over the next couple of years to transition the work when he retires.

MOTION: Chris Dye made a motion to continue having Tim Flynn represent Valley Sanitation. Vince Leone seconded the motion and the motion passed.

__10. June Financial Statement: Cynthia covered the statement. Revenue is good with a lot more investment income than typically planned. Expenses are tracking pretty close on maintenance and repair.

__11. Mailers to Citizens: Cynthia reported on flyers/mailers that Phyllis asked about in June. Cynthia presented two examples. One was a cardboard flyer and the other a 4-page newsletter. A newsletter would only cost \$300 more than the flyer which is quoted at \$2000 for printing and mailing. Cynthia recommends the larger newsletter and will bring a draft to the August meeting.

There was no further business and the meeting was adjourned at 6:00 PM. The next meeting will be Wednesday, August 21, 2024, at 5:00 pm, at the Platte Canyon Water and Sanitation, 8739 W. Coal Mine Avenue, Littleton, CO.

Submitted by: Patricia B. Harris
District Manager
July 23, 2024
