

MINUTES OF BOARD OF DIRECTOR MEETING  
VALLEY SANITATION DISTRICT  
April 12, 2023

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. Bowles Avenue, Littleton, CO.. Present for this meeting were board members:

Connie Kucharski      Vince Leone      Mary Alice Ledbetter      Phyllis Gooden      Chris Dye

In addition to the board Cynthia Lane and Scott Hand, Platte Canyon Water and Sanitation, were in attendance.

\_\_1. MINUTES: Vince Leone made a motion to approve the minutes and Connie Kucharski seconded the motion. The motion passed.

The following bills were presented to the board for their approval. A motion was made by Chris Dye and seconded by Connie Kucharski to pay the bills. The motion passed.

\_\_2. APPROVAL OF BILLS:

1. Patricia B. Harris, wages	\$ 263.40
2. Phyllis Gooden, Director Fee	92.35
3. Connie Kucharski, Director Fee	92.35
4. Chris Dye, Director Fee	92.35
5. Vince Leone, Director Fee	92.35
6. Mary Alice Ledbetter	92.35
7. Colorado Community Media-Advertising and publication	36.40
8. State of Colorado – CO withholding	72.00
9. City of Englewood – Lift Station Utilities	19.22
10. Collins Cole Flynn Winn Ulmer, PLLC	47.00
11. Platte Canyon Water & Sanitation District	14,924.35
12. Utility Notification Center of Colorado	65.79
13. Xcel Energy-Lift Station Utilities	1,300.00
14. Federal Tax Deposit	<u>202.40</u>
	\$ 17,301.96

\_\_3. RECEIPTS:

Arapahoe County Taxes	\$ 25,608.90
City and County of Denver	<u>2,814.75</u>
	\$ 28,423.65

\_\_4. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK:

Checking account balance: \$ 1,569.71

\_\_\_ 5. COLOTRUST:

General Plus Fund

March Deposit - \$ 101,783.41

Income Earned - \$ 3,073.82

Balance - \$ 766,489.40

Interest – 4.8592%

Enterprise Plus Fund

March Deposit – \$ 0.00

Income Earned - \$ 296.16

Balance - \$ 71,917.51

Interest – 4.8592%

\_\_\_ 6. AGENDA ITEMS:

a. VALLEY MAINTENANCE – Scott Hand

(1) March

Hydraulic Main Cleaning: 5,219 feet scheduled; 5,219 feet completed

TV Inspection: 5,219 feet scheduled; 5,219 feet completed

(2) April

Hydraulic Main Cleaning: 6,888 feet scheduled

Television Inspections: 5,965 feet scheduled

There were seven locates completed.

\_\_\_ 7. The board discussed the continued challenges with the lift station. Scott addressed the four visits to the lift station where debris masses of roots and other things have been found. They are becoming more proficient on some of the processes to avoid overtime. A weekly maintenance schedule has been set up for every Wednesday. Cynthia addressed communication fails at the lift station and Platte Canyon had Comcast install a hard line communication option to help reduce the amount of late night communication failures at the lift station. There is concern regarding several encampments along the outfall. Platte Canyon is watching for debris from these areas. Since Platte Canyon is currently working on the outfall area they will have a better idea of what's happening in the line and where significant debris problem areas can be identified and consider locking some manholes.

\_\_\_ 8. Financials: Cynthia Lane discussed the quarterly financial data and how costs are tracking fairly closely with the budget. In terms of revenue Valley Sanitation has more than what had been planned as of this quarter.

\_\_\_ 9. Sheridan #1: Cynthia Lane provided a three way deposit agreement for the board to review that is between Sheridan, the City of Sheridan and the developer Medici. Medici has to deposit \$225,000 to be used to help pay the Insituform project costs for lining the entire sewer. Valley Sanitation is referenced in the agreement because Insituform and the City of Sheridan are doing the project in accordance with Valley's existing standards. Platte Canyon will staff two of their employees, Tony and Justin, who will be involved in the project reviews for the Insituform and Medici projects and Tim Flynn will provide a cost recovery agreement in May for the projects. Platte Canyon will be charging time to Valley Sanitation and Valley Sanitation will be charging Sheridan #1. Platte Canyon is not currently doing any work on the project but receiving all the

information on the project. It is expected that work will begin at the end of this year. The Bonsai Flats project is not yet under contract

\_\_10. Capital Project/Oxford Update: The project will be starting May 1, 2023. Final permits are being obtained.

\_\_11. Audit: Cynthia will bring a copy of the Valley Sanitation audit in May which will need to be submitted by July.

11. Emergency Response Plan. Platte Canyon created a plan for Valley Sanitation in case of any type of emergency problem.

There was no further business and the meeting was adjourned at 6:00 PM. The next meeting will be Wednesday, May 10, 2023, at 5:00 pm, at Platte Canyon Water and Sanitation, 8739 W. Bowles Avenue, Littleton, CO.

Submitted by: Patricia B. Harris  
District Manager  
April 18, 2022

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