

MINUTES OF BOARD OF DIRECTOR MEETING
VALLEY SANITATION DISTRICT
August 9, 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.

Mary Alice Ledbetter Phyllis Gooden Connie Kucharski Chris Dye Vince Leone

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

__1. MINUTES: Chris Dye made a motion to approve the minutes and Connie Kucharski seconded the motion. The motion passed.

__2. APPROVAL OF BILLS: The following bills were presented to the board for their approval. A motion was made Vince Leone and seconded by Mary Alice Ledbetter to pay the bills. The motion passed.

1. Patricia B. Harris, wages	\$265.40
2. Phyllis Gooden, Director Fee	92.35
3. Connie Kucharski, Director Fee	92.35
4. Chris Dye, Director Fee	92.35
5. Mary Alice Ledbetter, Director Fee	92.35
6. Vincent Leone, Director Fee	92.35
7. A Squared Instruments and Controls-Lift Station Maint.	990.00
8. Comcast Business-Lift Station Utilities	95.51
9. City of Englewood – Lift Station Utilities	19.22
10. Platte Canyon Water & Sanitation District	7,117.02
11. Utility Notification Center of Colorado	178.02
12. Xcel Energy-Lift Station Utilities	2,250.00
13. Federal Tax Deposit	<u>217.70</u>
	\$ 11,595.51

__3. RECEIPTS:

Arapahoe County Taxes	\$ 65,514.29
City and County of Denver	<u>18,233.79</u>
	\$ 83,748.08

__4. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK:

Checking account balance: \$ 1,571.31

___5. COLOTRUST:

General Plus Fund

July Deposit - \$ 83,748.08
Income Earned - \$ 3,827.77
Balance - \$ 857,062.94
Interest – 5.2860%

Enterprise Plus Fund

July Deposit – \$ 55,468.97
Income Earned - \$ 117.39
Balance - \$ 67,221.56
Interest – 5.2860%

___6. AGENDA ITEMS:

a. VALLEY MAINTENANCE

- (1) July – No maintenance scheduled
- (2) August
Hydraulic Main Cleaning: 778 feet scheduled

There were three locates completed. One new sewer tap was inspected at 3298 W. Saratoga Avenue and response for a sewer problem at 3097 W. Chenango Avenue.

___7. Scott Hand said Platte Canyon had a good month on the lift station. Scott said that he is working with the control representative. The section lines at the lift station discussed last month were further discussed. Cynthia had expressed concern that trying to encapsulate the lines as suggested last month might cause a problem at a latter date and could prove too hard to get the material off if the pipe needs to be accessed. Platte Canyon is considering a wrap to improve the sagging pipe. They are expecting a visit from Smith and Lovelace, the lift station contractor, before Fall to look at the problems with the lift station. In the meantime, Platte Canyon is working with A Squared Instrument and Controls for immediate problems.

___8. Phyllis asked that the comments and questions of the board be addressed in the minutes to show the interaction with Platte Canyon Water and Sanitation. Pat will add additional information where appropriate to address this concern.

___9. Bill Development: Chris Dye asked for clarification on billing development to better understand the billing process. Cynthia Lane gave an explanation regarding billing. As part of the Platte Canyon's invoice, Cynthia explained that of the \$7,117.02 currently billed by Platte Canyon Water and Sanitation \$1,700 is being back billed to Sheridan #1. The back billed amount of \$1,700 will be billed every month as the Sheridan #1 progresses. The packet sent monthly by Platte Canyon to the board hasn't included Bridget Butterfield's billing information but will be included in future packets or Cynthia will bring copies to board meetings..

___10. Sheridan #1: The Bonzai Flats work continues with Tony Coccozella and Justin Roquemore being involved with the Insituform lining project which is the lining of the sewer collection system in Sheridan #1. The developer is ready to tap into the sewer on Federal Boulevard. The Sewer Connection Agreement between Valley Sanitation and Sheridan #1 to expand the number of sewer taps that Sheridan #1 is ready for board approval. Currently, from the agreement in 1957, 165 taps are allowed. Another 159 taps are being requested and includes an additional 10 taps above the 149 taps needed for the project to avoid having to have to do another agreement if other properties in the

area require development. What is proposed is the 149 additional tap capacity would be connected as part of the Bonzai Flats property, Valley Sanitation would be receiving \$149,000. Cynthia requested that the board approve the agreement. There is a time constraint on getting the project started since CDOT won't be issuing any permits in the right of way on Federal after October due to winter conditions.

MOTION: After board discussion on the Sewer Connection Agreement, Chris Dye made a motion to accept the Sewer Connection Agreement with Sheridan #1. Vince Leone seconded the motion and the motion passed.

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__11. Budget Development: The 2024 budget is anticipated to be presented to the board at the November meeting. Proposition HH which will be voted on in November might have an impact on the Valley Sanitation budget. Valley's meeting is scheduled to meet on November 8 and it was requested the budget be based on the outcome of the election. It was agreed to move the November meeting to November 15, 2023. A final budget will be adopted on December 13, 2023.

__12. Maintenance: In September Platte Canyon will bring maintenance recommendations.

__13. Capital Projects: Platte Canyon will discuss any small capital projects that might be needed.

__14. Phyllis Gooden asked if any of the board members would be going to the SDA conference in September. Chris Dye offered to go to the conference which would be paid for by Valley Sanitation. Their was no decision on who might be going to the conference.

There was no further business and the meeting was adjourned at 6:00 PM. The next meeting will be Wednesday, September 20, 2023, at 5:00 pm, at Platte Canyon Water and Sanitation, 8739 W. Bowles Avenue, Littleton, CO.

Submitted by: Patricia B. Harris
District Manager
August 14, 2023
