

MINUTES OF BOARD OF DIRECTOR MEETING
VALLEY SANITATION DISTRICT
May 10, 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 and by phone. Present in person for this meeting were board members:

Mary Alice Ledbetter Phyllis Gooden

Board members present by phone:

Vince Leone Connie Kucharski Chris Dye

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

__1. MINUTES: Mary Alice Ledbetter made a motion to approve the minutes and Vince Leone seconded the motion. The motion passed.

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

__2. APPROVAL OF BILLS:

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. Vince Leone, Director Fee		92.35
6. Mary Alice Ledbetter		92.35
7. Brown Hill Engineering & Controls -Lift Station Utilities		2,095.00
8. Comcast Business – Lift Station Utilities		195.46
9. City and County of Denver – Nov 2022 Election		1,964.04
10. City of Englewood – Lift Station Utilities		19.22
11. Falcon Environmental- Lift Station Maintenance		293.00
12. Collins Cole Flynn Winn Ulmer, PLLC		70.50
13. Platte Canyon Water & Sanitation District		22,250.12
14. Utility Notification Center of Colorado		118.68
15. Schilling & Company Inc. - Audit Fee		5,400.00
16. Xcel Energy-Lift Station Utilities		1,350.42
17. Federal Tax Deposit		<u>217.70</u>
	\$	34,701.29

___3. RECEIPTS:

Arapahoe County Taxes	\$ 40,541.37
City and County of Denver	<u>5,176.40</u>
	\$ 45,717.77

___4. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK:

Checking account balance: \$ 1,477.44

___5. COLOTRUST:

General Plus Fund

April Deposit - \$ 28,423.65

Income Earned - \$ 3,212.59

Balance - \$ 780,823.68

Interest – 5.0273%

Enterprise Plus Fund

April Deposit – \$ 0.00

Income Earned - \$ 297.73

Balance - \$ 11,534.80

Interest – 5.0273%

___6. AGENDA ITEMS:

a. VALLEY MAINTENANCE – Scott Hand

(1) April

Hydraulic Main Cleaning: 6,888 feet scheduled; 6,888 feet completed

Television Inspections: 5,965 feet scheduled; 5,965 feet completed

(2) May

No scheduled maintenance; Lift Station work only.

There were eight locates completed. Two new sewer taps were inspected at 3396 W. Hialeah Ave and 3605 W. Berry Ave.

___7. The board discussed the continued challenges with the lift station. Platte Canyon is asking the manufacturer representatives to come out to the lift station and go over the entire maintenance process and ask if there is anything that can make the process simpler.

___8. Scott said that the 841 hours of Lift Station overtime in the Year to date Report is an error that he will correct. There has not been 841 hours of overtime.

___9. 2022 Audit: Cynthia did an overview of the audit and said that there were no issues found. It is a restating of the financial information which are part of the budget. There was no malfeasance in the processes and procedures.

MOTION: Chris Dye made a motion to accept the 2022 audit. Connie Kucharski seconded the motion and the motion passed.

__10. Valley Sanitation Election Results: Chris Dye, Vince Leone and Connie Kucharski are officially elected for four years. They will each be signing the Oath of Office and returning them to Platte Canyon.

__11. Sheridan #1: Cynthia Lane reported that the Bonzai Flats project is moving fast. That had plans to tap the sewer main and Cynthia told them they have no paperwork and no tap permits to begin. There will need to be an agreement for Sheridan #1 and Valley Sanitation to purchase 149 taps. The developer, Medici, will write the check for the \$149,000 to cover the taps. At the June meeting Cynthia will have an agreement for the board to review and approve granting Sheridan #1 the capacity for the 149 taps. Also, there will be an agreement between Valley Sanitation and Sheridan #1 for Platte Canyon to charge their time to Sheridan #1 for plan, review, and inspection services. Cynthia will bring the agreements to the June meeting.

__12. Capital Project/Oxford Update: The project is scheduled to start the first week of June. Final permits are being obtained.

There was no further business and the meeting was adjourned at 6:00 PM. The next meeting will be Wednesday, June 14, 2023, at 5:00 pm, at Platte Canyon Water and Sanitation, 8739 W. Bowles Avenue, Littleton, CO.

Submitted by: Patricia B. Harris
District Manager
May 17, 2022
