

Minutes of Board of Directors Meeting

Valley Sanitation District

February 19, 2025

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

Mary Alice Ledbetter Chris Dye

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

1. MINUTES: Mary Alice Ledbetter made a motion to approve the minutes and Chris Dye seconded the motion. The motion passed.

2. APPROVAL OF BILLS: Chris Dye made a motion and it was seconded by Connie Kucharski to pay the bills. The motion passed.

1. Patricia B. Harris – Wages	266.40
2. Phyllis Gooden – Director Fee	92.35
4. Mary Alice Ledbetter – Director Fee	92.95
5. Vincent Leone, Director Fee	92.35
6. Chris Dye – Director Fee	92.35
7. Comcast Business-Lift Station Utilities	124.85
8. City of Englewood	19.36
9. Ireland Stapleton Pryor & Pascoe – Legal Fees	286.00
10. Platte Canyon Water & Sanitation District	6,491.83
11. Special District Association - 2025 Membership	609.83
12. Sylvester’s Maintenance & Mechanical – LS Maintenance	350.00
13. Utility Notification Center of Colorado	59.02
14. Xcel Energy – Pump Station Utilities	1,003.07
15. Colorado Community Media – Election	90.32
16. Federal Tax Deposit	<u>202.40</u>
	\$ 9,872.46

Phyllis asked about the Sylvester’s Maintenance & Mechanical bill. The bill was for annual cleaning of the two heaters in the lift station building.

3. RECEIPTS:

Arapahoe County Taxes		\$ 8,121.69
City and County of Denver		2,879.94
		\$11,001.63

4. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK:

Checking account balance: \$ 3,567.47

5. COLOTRUST:

<u>General Plus Fund</u>	<u>Enterprise Plus Fund</u>
January Deposit – \$ 4,114.59	January Deposit - \$ 205,533.78
Income Earned - \$ 4, 275.26	Income Earned - \$ 228.82
Balance - \$ 1,097,564.09	Balance - \$ 205,828.27
Interest – 4.5175%	Interest – 4.5175%

6. AGENDA ITEMS:

VALLEY MAINTENANCE

January

Hydraulic Main Cleaning: 0 feet scheduled

TV Inspections: 0 feet scheduled

Root Cutting/Treatment: 3,674 feet scheduled

Lift Station: 5 visits scheduled; 5 visits completed plus one emergency visit

February

Hydraulic Main Cleaning: 3,781 feet scheduled

TV Inspections: 9,067 feet scheduled

Root Cutting/Treatment: 3,674 feet scheduled

Lift Station: 4 visits scheduled

There were six locates provided and one sewer tap inspections completed at 3250 W. Dill Road. There was a lift station visit to replace a solenoid. Armando said were going to order gaskets and the cost was \$25 each but instead Platte Canyon ordered gasket material and Platte Canyon will be making gaskets at \$6.00 each.

7. Financial Report: Cynthia explained the budget in detail and reported that the revenue budgeted for 2024 was \$706,000 with \$757,000 as the total revenue. The investment income at

ColoTrust has increased and the insurance reimbursement left Valley Sanitation with a cash on hand of approximately \$1.4M. The only capital expense budgeted for 2025 is \$7,800 for system upgrades.

8. System Concerns: TV inspections were done in November, December and January did show some concerning parts in the system. Platte Canyon is reviewing videos. The critical areas will be prioritized for 2025 and a detailed plan for addressing the rest of the problems. The remaining repairs will be spaced out over the next couple of years based on ratings given each area of concern. There will be further discussion on the repairs in March.

9. Need for New Board Member: With Vince Leone leaving the board in August, the board will need to find someone for Vince's position. Mary Alice Ledbetter will not be continuing on the board and another new member will be needed. Vince will be asking a neighbor to consider joining the board. Chris also knows someone he might ask to join the board. The board discussed board member training for new people.

There was no further business and the meeting was adjourned at 6:00 PM. The next meeting will be Wednesday, March 19, 2025, at 4:00 pm, at the Platte Canyon Water and Sanitation, 8739 W. Coal Mine Avenue, Littleton, CO.

Submitted by: Patricia B. Harris
District Manager
February 24, 2025