

MINUTES OF BOARD OF DIRECTOR MEETING  
VALLEY SANITATION DISTRICT  
August 11, 2021

A meeting of the Board of Directors of the Valley Sanitation District was held on this date at Platte Canyon Water and Sanitation office at 8739 Coal Mine Avenue, Littleton CO 80123 and via video conferencing. Present for this meeting were board members:

Connie Kucharski                      Phyllis Gooden                      Chris Dye                      Mary Alice Ledbetter

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

\_\_1. MINUTES: Mary Alice Ledbetter made a motion to approve the minutes. Chris Dye seconded the motion and the motion passed.

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

\_\_ 2. APPROVAL OF BILLS:

1. Patricia B. Harris, wages	\$ 439.10
2. Phyllis Gooden, Director Fee	184.70
3. Connie Kucharski, Director Fee	184.70
4. Chris Dye, Director Fee	184.70
5. Mary Alice Ledbetter	184.70
6. Collins, Cockrel & Cole	162.00
7. Platte Canyon Water & Sanitation District	5,682.95
8. Utility Notification Center of Colorado	96.36
9. Xcel Energy – Lift Station Utilities	1,078.91
10. Federal Tax Deposit	<u>294.20</u>
	\$ 8,492.32

Connie asked Scott about the increase in the Xcel Energy bill. Scott said he would check the previous bill to see why there was an increase.

\_\_3. RECEIPTS:

Arapahoe County Taxes	\$ 3,716.79
City and County of Denver	<u>1,288.16</u>
Total	\$ 5,004.95

\_\_\_4. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK:

Checking account balance: \$4,818.59

\_\_\_5. COLOTRUST:

General Plus Fund

July Deposit - \$79,547.38

Income Earned - \$19.64

Balance - \$705,322.63

Interest – 0.0327%

Enterprise Plus Fund

July Deposit – \$35,848.10

Income Earned - \$1.13

Balance - \$72,994.78

Interest – 0.0327%

\_\_\_6. AGENDA ITEMS:

a. VALLEY MAINTENANCE – Scott Hand

(1) July

Root Cutting/Treatment: 3903 feet scheduled (no work scheduled while waiting for the new equipment)

(2) August

Nothing scheduled

Root Cutting/Treatment: 3903 feet scheduled (open and active work order being carried over)

The blower assembly on the air conditioner at the lift station had to be replaced. PC has been struggling with the blower pumps which have been running all the time due to the heat. The heat factor is the main concern. They will be reaching out to Dewberry to resolve the problem. Scott will have further information at the September meeting. Scott reported that Platte Canyon responded to four alarms at the lift station. Phyllis was concerned with the burden to the staff and the cost to the district.

Fourteen locates were completed. Sewer tap inspections were completed at 4736 S. Clay Street, 5376 Morning Glory Lane and 5486 Morning Glory Lane.

\_\_\_7. Budget: The draft budget and the capital project schedules are being prepared. In September the maintenance recommendations and capital planning recommendations, which would include the discussions on concrete sewer pipe, will be presented in September. The draft budget will be presented at the October meeting and the official 2022 budget will be presented at the November meeting for final approval.

\_\_\_8. Sheridan Sanitation District #1: Cynthia reported that little has been accomplished but Sheridan is working to have new board members identified. The City of Sheridan and Sheridan #1 have identified three board members that should be approved at the Sheridan August meeting. Once board members are approved, Platte Canyon will finalize the inspection contract with City of Sheridan and then inspect the sewer line and provide the inspection report to Valley Sanitation, the City of Sheridan and Sheridan #1 when further decisions will be made. The project developers are still very eager to move forward on the development of the Bonzai property.

\_\_9. Phyllis Gooden requested that Scott Hand provide updated education on the Valley Sanitation system. The board reviewed the Monthly Maintenance Report with Scott explaining the numbers and bar graph. Phyllis reviewed the budget with the board regarding revenue and expenditures.

\_\_10. There was discussion on adding board members and the vetting process. Tyler, a Valley Sanitation resident, is interested in being on the board and will be asked to come to the September meeting. Possible inquiry questions might be:

- Tell us a bit about yourself and your work experience.
- Have you ever worked with a government entity?
- What type of relationship have had with government entities in the past - served with one, volunteered with one?
- Why would you want to be on the board?
- Do you have time to come to the meeting once a month and to review the materials provided?

There was no further business and the meeting was adjourned at 6:00 PM. The next meeting will be Wednesday, September 8, 2021, 5:00 pm, at Platte Canyon Water and Sanitation.

Submitted by: Patricia B. Harris  
District Manager  
August 20, 2021

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