

MINUTES OF BOARD OF DIRECTORS MEETING
VALLEY SANITATION DISTRICT
March 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 Vince Leone Mary Alice Ledbetter Chris Dye
Connie Kucharski

In addition to the board Cynthia Lane and Armando Quintana of 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.

__2. APPROVAL OF BILLS: Vince Leone 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
3. Mary Alice Ledbetter – Director Fee	92.35
4. Connie Kucharski – Director Fee	92.35
5. Vincent Leone, Director Fee	92.35
6. Chris Dye – Director Fee	92.35
7. Alarm Detection Systems, Inc.-Lift Station Utilities	628.62
8. Comcast Business-Lift Station Utilities	124.85
9. City of Englewood- Lift Station Utilities	19.36
10. Falcon Environmental Corp – Lift Station Utilities	509.42
11. Platte Canyon Water & Sanitation District	17,605.60
12. Schilling & Company, Inc. – Audit	5,600.00
13. Utility Notification Center of Colorado	105.10
14. Xcel Energy – Pump Station Utilities	1,014.43
15. Federal Tax Deposit	<u>217.70</u>
,	\$ 26,553.23

__3. RECEIPTS:

Arapahoe County Taxes	\$ 83,392.55
City and County of Denver	<u>25,799.89</u>
	\$109,192.44

__4. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK:

Checking account balance: \$ 3,567.47

___5. COLOTRUST:

General Plus Fund

February Deposit – \$ 11,001.63

Income Earned - \$ 3,786.90

Balance - \$ 1,102,480.16

Interest – 4.4736%

Enterprise Plus Fund

February Deposit - \$ 0.00

Income Earned - \$ 707.47

Balance - \$ 206,535.74

Interest – 4.4736%

___6. AGENDA ITEMS:

a. VALLEY MAINTENANCE

(1) February

Hydraulic Main Cleaning: 3,781 feet scheduled; 4,116 feet completed

TV Inspections: 9,067 feet scheduled; 9,067 feet completed

Root Cutting/Treatment: 3,674 feet scheduled; 150 feet completed

Lift Station: 4 visits scheduled; 8 visits completed

(2) March

Hydraulic Main Cleaning: 6,347 feet scheduled

TV Inspections: 3,674 feet scheduled

Root Cutting/Treatment: 0 feet scheduled

Lift Station: 4 visits scheduled

There were six locates provided and three sewer tap inspections completed at 3345 W. Aquaduct Avenue, 3341 W. Belmont Avenue, and 3298 W. Tufts Avenue. There was one customer service call at 4530 S. Decatur Street. There were four additional lift station visits for low flow where the check valve was full of debris. The lift station had an alarm for a low flow problem for flushable wipes and one for low discharge alarm that was a fluke in the system. Cynthia suggested sending another postcard to the district regarding items that should not be thrown into toilets. Phyllis said that since we sent a newsletter last September, we should wait to send out a postcard.

___7. Financial Report: Cynthia went over the budget revenue and expenditures for the first two months of 2025. Phyllis asked about the capital expenditures. Cynthia explained about the initial project being canceled and the rolled over funds used for the lining project in the neighborhoods and the golf course due to broken pipes.

___8. 2024 Audit: The audit was discussed, and Cynthia said the auditor had no issues.

MOTION: Chris Dye made a motion to accept the 2024 Audit and Mary Alice Ledbetter seconded the motion. The motion passed.

__9. Board Elections: Phyllis Gooden had provided her self-nomination form to remain on the board and Mary Alice Ledbetter will not be continuing. There were no other candidates for board positions and the election scheduled for May was canceled.

__10. Kent Property: Cynthia reported that the north end of the Kent property is being marketed for sale. The marketing brochure was for a buyer to be the landlord of the Oxford Recycling because Oxford Recycling does not own the property. It could potentially be redeveloped after due diligence from a buyer.

__11. Remedial Maintenance: Armando presented a packet of pictures for the maintenance repair recommendations for the Valley Sanitation sewer system. The plan is not yet final and Platte Canyon will bring a more form remedial plan in April. Platte Canyon has assessed the 12 problem areas that need remediation and has created an interim five-year plan for that work.

__12. Need for New Board Members: The board continued the discussion for the upcoming need of new board members.

__13. SDA Magazine: Phyllis requested everyone read the magazine for discussion by the board. Phyllis asked for Platte Canyon to make sure board members are receiving the magazine.

There was no further business, and the meeting was adjourned at 5:00 PM. The next meeting will be Wednesday, April 16, 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
March 24, 2025