

MINUTES OF BOARD OF DIRECTORS MEETING  
 VALLEY SANITATION DISTRICT  
 May 21, 2025

A meeting of the Board of Directors of the Valley Sanitation District was held on this date at the Lake House Restaurant at 8026 W. Bowles Avenue, Littleton, CO.

Phyllis Gooden                      Vince Leone                      Connie Kucharski                      Chris Dye

Mary Alice Ledbetter, who is no longer a board member, was honored for her service to the board. 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: Connie Kucharski made a motion and it was seconded by Vince Leone to pay the bills. The motion passed.

1. Patricia B. Harris – Wages	266.40
2. Phyllis Gooden – Director Fee	92.35
3. Connie Kucharski – Director Fee	92.35
4. Vincent Leone, Director Fee	92.35
5. Comcast Business-Lift Station Utilities	160.80
6. City of Englewood – Lift Station Utilities	20.52
7. Ireland Stapleton Pryer & Pascoe PC – Legal Fees	841.00
8. Platte Canyon Water & Sanitation District	8,078.29
9. Utility Notification Center of Colorado	164.12
10. Xcel Energy – Pump Station Utilities	949.73
11. Federal Tax Deposit	187.10
	\$ 10,945.01

3. RECEIPTS:

Arapahoe County	\$ 47,668.55
City and County of Denver	8,737.78
	\$ 56,406.33

4. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK:  
 Checking account balance: \$ 2,438.67

5. COLOTRUST:

<u>General Plus Fund</u>	<u>Enterprise Plus Fund</u>
April Deposit – \$ 33,092.12	April Deposit - \$ 0.00
Income Earned - \$ 4, 349.20	Income Earned - \$ 750.05
Balance - \$ 1,203.852.05	Balance - \$ 147,378.61
Interest – 4.3945%	Interest – 4.3945%

6. AGENDA ITEMS:

a. VALLEY MAINTENANCE

(1) April

Hydraulic Main Cleaning: 923 feet scheduled; 923 feet completed

Lift Station: 5 visits scheduled; 5 visits completed

(2) May

No maintenance scheduled

There were seven locates provided and three customer service calls completed at 5448 S. Julian Street, 3305 W. Layton Avenue, and 3071 W. Tanforan Drive.

7. Lift Station: A significant item with respect using a portable air conditioner for cooling the lift station. Platte Canyon operations visited the lift station and said the room was very warm. Cynthia made a suggestion to use a wall mounted air conditioner called a mini-split. This type of unit is effective for small spaces and cost efficient. An HVAC company used by Platte Canyon came out to look at the space and to give a quote for a mini-split air conditioner. There will be further conversation on this topic in June.

8. Financial Report: Cynthia reported that there are no significant changes to the report which is tracking right on budget

9. Remedial Maintenance: Cynthia reported that the work planned for Mayberry and Belleview will be done on May 22, 2025. The dropped manhole repair is scheduled for the last week in May.

10. Resolution 2025-5- 1: A Resolution Adopting an Industrial and Nondomestic Users Regulation - Cynthia explained the resolution prior to board approval.

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

11. Board Members: Phyllis signed the oath of office for another term. Valley Sanitation will need a new secretary with Mary Alice leaving the board. Chris said he would take the position. Vince Leone said he is still working with a friend who might consider joining the board. A job announcement is planned for Mary Alice's position and for Vince's if none are found beforehand.

There was no further business, and the meeting was adjourned at 5:00 PM. The next meeting will be Wednesday, June 25, 2025, at 4:00 pm, at Platte Canyon Water and Sanitation, Coal Mine Ave, Littleton, CO.

Submitted by: Patricia B. Harris  
District Manager  
May 27, 2025