

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
GRANT WATER & SANITATION DISTRICT**

**JANUARY 16, 2019, at 9:00 a.m.**

The regular meeting of the Board of Directors of the Grant Water & Sanitation District was held on Wednesday, January 16, 2019, at the hour of 9:00 a.m., at the Raccoon Creek Golf Course, 7301 West Bowles Avenue, Littleton, Colorado. Directors present were Mike Mulholland, Darren Bradshaw, Mike Cowan, Bruce Guard and Sam Garza. Also attending were Justin Meeks, Judy Simonson, Nicki Simonson, and Jennifer Bailey. Mr. Cowan presided. Bill Willis of Martin/Martin joined the meeting at 9:30.

1. **Disclosure of Conflicts of Interest.** There were no changes to the Board member disclosures.
2. **Open Forum.** The open forum was passed in the absence of any members of the public.
3. **Minutes.** The minutes of the regular meeting held on December 19, 2018 were approved with changes, on motion of Mr. Garza seconded by Mr. Mulholland.
4. **Approval of Sunshine Resolution.** Mr. Mulholland moved to adopt 2019 Resolution No. 1, disclosing where meetings of the District will be held and where notices of District Board meetings will be posted. The motion was seconded by Mr. Bradshaw and approved.
5. **Engineering Report.** Mr. Meeks reported as follows:
  - **Underdrain Remediation and Maintenance.** Further work on the underdrain mains with heavy calcium deposits in the Hillsboro neighborhood has been postponed

until additional underdrain manholes are constructed to provide better maintenance access. C&L provided a quote of \$177,429.00 to construct the four additional underdrain manholes. This quote is much higher than expected. The budgeted cost of these manholes is \$36,000.00. Their bid includes many different contingency scenarios. The Board cannot approve expenditures in excess of \$60,000.00 without going through the open bidding procedures. As a result, this project will have to be included in this year's capital improvement projects. The bid package will be ready before the February meeting and will be published for 2-3 weeks in order to have bids in by the end of February. The Board will consider appointing a committee at the February meeting with the authority to move the bidding process forward between meetings. DRC has completed the work on the 2018 scheduled underdrain maintenance. They have committed to having the 2019 scheduled sanitary sewer maintenance completed by May 1, 2019. This will include about 28,000 linear feet to be cleaned. Also scheduled is the accelerated cleaning in Hillsboro, Belvedere and Regatta neighborhoods. Mr. Cowan expressed concern that the Heron Shores pipes could exceed the 60% calcium deposits found at their last cleaning. There may be an opportunity to put another manhole in this area. Ms. Simonson expressed that a unit price per manhole would be helpful to allow the District to budget manholes and use contingency funds to purchase additional manholes if it is getting a competitive price. Additional manholes could then be installed in trouble spots, including Heron Shores, Belvedere, and/or The Cove. The Board can also employ Ramey to work on trouble spots.

- **2019 Sanitary Sewer Maintenance.** There are 35,912 ft of residential sewer cleaning scheduled and about 5,000 ft of commercial cleaning (Bellevue Shores and Plaza on the Green) scheduled for sanitary sewer cleaning/CCTV inspection. Additionally, the sanitary mains in Blue Heron Park are scheduled for cleaning this year. Ms. Simonson and Mr. Meeks

will set up a meeting with Bowles Metro District Manager to discuss the easement issues. The Board is waiting for a planting schedule from Bowles Metro District as it already received a bill for landscaping costs.

- **Lift Station Improvements.** Mr. Meeks said the valves are scheduled for delivery the last week of January. The vents and the replacement fan on the VFD was installed. Cummins had to do a little bit of work on the generators as well. These generators are reaching the end of their design life. Mr. Meeks stated that he can talk with Cummins about replacing those. Cummins wants to amend their 2019 contract. Ms. Bailey and Ms. Robinson will review the proposal and provide comment.

- **Bowles Crossing Re-Development.** Progress continues on the review and approval of the sanitary main extensions to service the Broadstone project. There is still entanglement with their easements, although their updated proposals look considerably better. Ms. Simonson raised a concern about the new easement on the west side and how close the new main was to the edge of the easement. Mr. Meeks reported that the main was 5 feet off the lot line and the edge of the easement. His opinion is that 10 feet is needed. The problem is that there is a large storm line proposed on that side and a water main on the other side. Ms. Simonson reiterated that Ms. Robinson's legal opinion is that only one exhibit to the deeded easement is needed with a continuous legal description as opposed to two exhibits. Mr. Meeks will ask them to go back and prepare deed as one exhibit. One additional issue that has arisen is compliance with the new Senate Bill 18-167 requiring tracer wire on all new sanitary mains and service lines. He has asked Wilson & Co. to provide that. Ms. Simonson presented new language for a main extension agreement to include SB 18-167. At the February meeting, the Board will probably want to amend the District rules and regulations to add this language.

However, given the quick turnaround requested on this agreement, this additional new language will suffice. Mr. Mulholland moved to add the presented language. The motion was seconded by Mr. Bradshaw and approved.

- **Longhorn Steakhouse.** The contractor for Longhorn Steakhouse has indicated that they should be ready for grease interceptor inspection this week, weather dependent.

- **Red Lobster.** Red Lobster has gotten back to us with the as-built drawings. There is a dumpster drain right next to the grease interceptor and connected to the main sewer. We may want to cap and abandon that drain. They have a service alley, although the drawings do not provide a lot of information as to what's in the service alley. There are 4 drains for sinks in the service alley, as well as a drain in the bar area, that are routed directly to the sanitary main. They are not routed through the grease interceptor. Any drains in the kitchen, bar area need to be connected to the grease interceptor. It may be difficult to route the bar area through the grease interceptor and keep the employee restroom on a dedicated sanitary line. Ms. Simonson raised the question of whether we can make them change their plumbing because we have changed our rules and regulations or whether they would be entitled to any grandfathering protections. This is an issue for legal review. Mr. Meeks thinks that all the work except the employee bathroom can be done outside, but these revisions would then require a review of whether the grease interceptor is sized appropriately for all these additional drains. Ms. Simonson suggested contacting the Englewood treatment plant as a resource. Mr. Willis offered some best management practices which would be to outline the problem with them and then address the problem in phases. First, we would need to send them a letter, a formal communication, to outline the problem and some suggestions they could try to mitigate the

damage, with the final step being that they may need to update their plumbing. Mr. Meeks will provide input regarding a phased approach, dumpster drain, increased cleaning of sanitary main. Legal counsel will need to draft a formal communication with Red Lobster with engineer input. This will include getting rid of the dumpster drain, increased cleaning of the sanitary main, possibly looking at it once a year with CCTV, follow upon what equipment is in the service alley, and assessment of what future action may be needed.

- **Bowles Village Odor Issues.** C&L was asked to provide quotes for manhole air filter inserts. They were going to confirm measurements this week and then provide us a quote. The lift station also has filters. The odor problem is arising for FedEx when the lift station is being worked on and the hatches are open.

- **GIS System.** M/M data integration work continues and they will schedule a meeting with Simonson and Associates. C&L and Simonson and Associates will be sharing a log-in. C&L indicated that if they could get an overlay of where buildings are, they could get a better idea of the utility locates. M/M is updating their maps to include depth confirmation and they can send that back out to C&L.

#### **5. Service Contracts for 2019.**

A contract for DRC for lift station maintenance and repair, with 2019 rates, was presented. This was approved on motion of Mr. Garza seconded by Mr. Mulholland.

A contract for Ramey Environmental for grease trap pumping and emergency response was presented, with rates for 2019. The contract for Ramey Environmental was approved on motion of Mr. Mulholland seconded by Mr. Bradshaw.

#### **6. SB 18-167 – Presentation from Bill Willis**

Mr. Willis provided a presentation and an outline of the history of the Subsurface Utility

Engineering practice ASCE 38 standard and the new compliance requirements. In 2016, an evaluation was done by the US Department of Transportation's Pipeline and Hazardous Materials Safety Administration (PHMSA). A finding was made that Colorado's enforcement of its excavation damage prevention law is inadequate. The Governor signed the Senate bill on May 25, 2018, effective August 8, 2018. The result: 811 must be called for a dig unless exempted. The owners (i.e. GWSD) are to provide locations of underground facilities to notifications to the best of their ability. There are three components to the requirements: 1) Tier 2 to tier 1 conversion requirement; 2) locates and levels of locates; 3) trace requirements. Tier 2 organizations can convert now to Tier 1 membership but won't be charged for their Tier 1 membership until 1/1/2021. There are 4 levels of locates: d) being the least, is relying on drawings, oral permits, prior locates; c) physical survey of manholes, b) geophysical methods, electromagnetic, GPR; and a) non-destructive excavation; potholing, horizontal and vertical. You must do a level b) locate if you meet 4 criteria: 1) the project is for a public entity; 2) primarily horizontal construction; 3) the footprint exceeds 2 ft depth and contiguous 1000 sf; and 4) requires design services of a licensed engineer (PE). The District CCTVing the lines is not a level b locate unless a transmitter is dropped. Design locates are now in effect and must be completed within 10 days. They must be plus or minus 18 inches, they must show the size and types of pipes, they must show the laterals in the right of way, and the owner/operator's name and contact information must be provided. The costs are considerable as an M/M design locate is \$7,000. A competitor is charging \$12,000 to do the level b locates. That number will go down over time as more competition enters the market. For Belleview Crossings, the District will have to have a level b locate. The project is for a public entity (GWSD), it is primarily horizontal construction (subpart of overall project). If the utilities are already in place, that is considered

vertical. The footprint exceeds 2 feet in depth and 1000 sf contiguous, and it requires the design services of a licensed engineer. Most of the District jobs will meet this quality level b requirement. Trace requirements – all underground facilities have to be electronically locatable. The intent is to install tracer wire on the underground lines that are not metallic. The tracer wire is taped to the pipe. This requirement is effective immediately.

**6. Financial Report.** Mr. Mulholland presented the financial report.

**A. Disbursements.** Ms. Nicki Simonson presented the January 2019 disbursement list for approval. C&L lost another check. Security measures will need to be taken to make sure that future checks to C&L are delivered. Platte Canyon has finally realized that they can bill us for maintenance on the lines that connect to their lines. Mr. Mulholland moved to approve the January check register. The motion was seconded by Mr. Garza and approved.


**B. Financial Statements.** December financials are identified as draft pending audit due to fair market value of bonds fluctuating. Ms. Simonson noted that the \$622,827 work in progress line item will get moved into the sewer lines and taps line item. The District was under budget by about \$20,000.00, although the budgets for underdrains and sewer were exceeded.

**C. Investment Report.** Mr. Mulholland stated there was nothing new to report and there are no near term investment maturities. The ColoTrust interest rate continues to go up and is now 2.43%.

**7. Other Business.** The 2019 newsletter was approved for mailing in the next billing cycle. Bills will go out February 11.

8. **Adjournment.** The meeting was adjourned by Mr. Cowan.

Respectfully submitted,



Judith C. Simonson, Secretary

GWSD/Minutes/01-16-19Mtg