

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

March 20, 2019, at 9:00 a.m.

The regular meeting of the Board of Directors of the Grant Water & Sanitation District was held on Wednesday, March 20, 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 and Nicki Simonson, and Julia Robinson. Mr. Cowan presided.

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 February 20, 2019 were approved on motion of Mr. Garza seconded by Mr. Mulholland.

4. **Engineering Report.** Mr. Meeks reported as follows:

- **2019 Capital Improvements-Bid Review.** Mr. Meeks circulated a tabulation showing the three bids received. ECS was the low bidder. Mr. Meeks said it is a small company and has had some management issues in the past relating to change orders. M/M has had great success with the second lowest bidder but Mr. Meeks said it's hard to justify paying \$20,000 more for that reason. After discussion, Mr. Mulholland moved to accept the ECS bid in the amount of \$58,000. The motion was seconded by Mr. Garza and approved.

- **Underdrain Remediation and Maintenance.** Remediation in Hillsboro is delayed until the new manholes are in. The scheduled underdrain maintenance is 41% done. DRC

has made one pass on 66% of lines in the 2019 schedule. Some lines need follow up cleaning.

- **2019 Sanitary Sewer Maintenance.** DRC has made good progress in cleaning residential areas (56% done as of March 9). Commercial areas are done and the videos were received by M/M yesterday. The easement machine is needed for the cleaning work in Blue Heron Park, but it had a hydraulic leak while work was under way. Sod removal was required to clean up the spill. The machine is still on site awaiting repair due to difficulty finding the necessary part. Mr. Meeks has kept Chuck Reid informed.

Mr. Meeks said the planting plan adjacent to the District easement still has not been received from Bowles Metro. Ms. Judy Simonson asked for clarification on the cost sharing for the revegetation of last year's sewer line replacement project. She said GWSD agreed to pay the cost of seed but not sod, but she was not sure if the cost of biocomp soil would have been incurred for seed. The bill from Bowles Metro was for \$5,500, including the biocomp soil. The Board approved this amount, but the check will still be held pending approval of a planting plan to be submitted by Bowles Metro.

- **Lift Station Improvements.** Mr. Meeks said the valve replacement at the northeast lift station was completed last week. The valve on the discharge from pump #2 was full of rags which could have led to pump damage. This indicates that rags are getting through the check valve. Mr. Meeks said we could add trash racks but cautioned that these need to be monitored weekly by maintenance staff.

Control panel heaters were installed at the same time as the valves and set for 45 degrees to prevent the VFD sensors from faulting. Ramey estimated an annual cost of \$4,020 to cover quarterly generator inspections and one cleaning per year. This price does not include emergency service and generator repair, for which Ramey recommended Diesel Services in Brighton. Diesel Services came to look at the lift stations last week and Mr. Meeks expects a proposal from them to do all the generator

services.

Mr. Meeks told the Board that the blizzard last week caused a power outage at Chanson Plaza lift station, which resulted in it operating on generator power for six hours. Darren and Mike Cowan volunteered to review and approve Diesel Services' proposal if it is satisfactory to Mr. Meeks, because service is due now. The Board can consider ratification of any action at the next meeting.

- **Bowles Crossing Re-Development.** Mr. Meeks thinks the sale of the apartment project from Vestar to Alliance was closed. Alliance, which is the developer of the Broadstone Apartment project, has provided details for the required tracer wire and they have been approved by M/M. Easements have been recorded and the title policy has been received. A certificate of availability was issued by the District. Ms. Judy Simonson said she noticed that Alliance's landscape plan calls for trees in the easement, so she has notified them that they cannot plant trees there. Staff needs to monitor the landscaping when it is installed. Ms. Simonson said the main extension agreement has not yet been signed or submitted.

The Longhorn Steakhouse grease interceptor will be inspected today.

- **Red Lobster.** The customer agreed to abandon the dumpster drain but no details have been received and the abandonment has not been inspected. The customer provided more information on the bar and service alley, stating that the dishwasher is only used for glassware and is supposed to be equipped with filters and drains. It was agreed to see what improvement occurs with the abandonment of the dumpster drain. If debris is still entering the service line, the service alley will have to be connected to the grease trap. Mr. Meeks said the customer could consider installing a Trapzilla and putting signs for staff in the bar and service alley. The customer will be notified that they are still in a wait-and-see situation with respect to the non-compliance in the bar and service alley area.

- **Bowles Village Odor Issues.** C&L has ordered parts to install the manhole air

filters and they should be in place by month end.

- **GIS System.** M/M continues to integrate maintenance data into the GIS software as it is received. Mr. Meeks said he needs to confirm that we are showing easements in the correct locations and also need more recent aerial imagery of foliage. Ms. Judy Simonson will review the easements with Bowles Metro District as soon as locations are confirmed. Mr. Meeks said that should be by month end. The Board asked to review all tree issues before Ms. Simonson meets with Bowles Metro.

5. Financial Report. Mr. Mulholland presented the financial report.

A. Disbursements. Mr. Mulholland said there were no issues with any of the invoices to be approved. Approval of the March disbursements was given on motion of Mr. Garza, seconded by Mr. Guard.

B. Accounts Receivable. Ms. Nicki Simonson said there is \$141,565 past due on service fees. This amount is consistent with other years, though she noted that the commercial past due amount is only \$6,053 of the total. This is less than usual for commercial.

C. Financial Statements. Mr. Mulholland had no issues to raise with respect to the financial statements for February 28, 2019. These statements are in draft form pending the audit and were accepted by the Board. Ms. Judy Simonson said her firm is waiting for Ms. Schilling to come to the office to conduct the audit. She has had to delay twice due to illness.

C. Investment Report. Ms. Mulholland said there were no maturities this month. The ColoTrust rate is 2.59%.

6. Other Business. Ms. Judy Simonson said, in follow up to last month's discussion about the Platte Canyon project, that she would like to handle the notice issue at the staff level. She said she had already communicated with them about our need to know about projects before the budget cycle.

However, she said, we would have planned to replace this line if we had known about it in advance, because it is in worse condition than the projects we planned within the District. She said she would reach out to the District manager each year before budget time to avoid surprises like this.

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

Respectfully submitted,



Judith C. Simonson, Secretary

GWSD/Minutes/03-20-19Mtg