

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
SOUTHWEST SUBURBAN DENVER WATER AND SANITATION DISTRICT**

**JULY 15, 2019**

A regular meeting of the Board of Directors of the Southwest Suburban Denver Water and Sanitation District was convened on Monday, the 15<sup>th</sup> of July 2019 at 4:30 p.m., at Governor's Ranch Clubhouse, 9050 W. Prentice Avenue, Littleton, Colorado. The meeting was open to the public. Chris Veesaert presided.

**ATTENDANCE:**

Directors in attendance were:

Chris Veesaert, Chairman  
Bill Geddes  
John LaBoon  
Bob Hart  
Leo Johnson

Also in attendance were:

Judy Simonson, District Manager  
Justin Meeks, District Engineer  
Nicki Simonson

**ADMINISTRATIVE MATTERS:**

Disclosures of Conflicts of Interest: There were no changes to report.

Public Forum: This item was passed in the absence of members of the public.

Minutes: The meeting minutes for May 20, 2019 were approved with one correction, upon motion of John LaBoon and second by Bob Hart.

**ENGINEERING & MAINTENANCE MATTERS:**

Capital Improvements: Justin Meeks stated the CIPP lining started today, the pre-cleaning and CCTV has already been completed. Justin then commented on one of the mains scheduled for CIPP lining that was found to be 10-inch diameter, not 8-inch diameter as noted on the plans and the District's GIS. Insituform has asked for a change order but he has not received it yet. The Board approved the change order, subject to Justin's approval, upon motion by Leo Johnson and second by Bill Geddes. The Board approved a committee of two board members, Chris Veesaert and Leo Johnson, to review and approve any other pay apps upon motion by Bob Hart and second by John LaBoon.

Removal/Replacement: Justin said that this project should get started this week. He received the submittals and reviewed them over the weekend. They are still missing some items but should be good to start construction soon. Justin mentioned the possibility of moving the manhole back two or three feet so the last service line can be connected directly to the main rather than the manhole as it is now.

Queen Street Backup: Justin stated that they did meet with Mike Dobbs, the new director of Safety and Compliance for Jefferson County. He was presented a timeline of events surrounding the homeowner backup and response related to the Jefferson County paving project. The meeting was productive, and Mr. Dobbs sent an email stating he is conducting a final review of information and plans to contact us with his findings the week of July 15<sup>th</sup>.

Tracer Wire Detail for Locates: Justin Meeks stated that he was unable to prepare the updated details for the meeting, but he did address a lot of the Board's comments and concerns. Justin said he will present the revised details as soon as possible.

### **FINANCIAL MATTERS:**

Disbursements: Leo Johnson moved to ratify the approval of the June 2019 disbursements. Bill Geddes seconded the motion and it was approved. Leo Johnson then moved to approve the July 2019 disbursements. John LaBoon seconded the motion and it was approved.

Financial Statements: Judy Simonson presented the District's bi-monthly financial statements for the period ending June 30, 2019. The Board commented about the increase in cost for utility locates. Judy Simonson explained the change in state statute that required the District to transition from a Tier 2 to a Tier 1 level utility. With that change, the District must now respond to every utility locate called in rather than the caller having the choice to contact the District, if needed. With the anticipation of that change, C&L changed their rate for 2019 because the process for utility locates takes more time. For emergency locates, C&L must respond within two hours. If they don't, the District would be charged an additional fee including a fee for each additional hour they don't respond. Luckily these charges won't take effect until 2021, but the District is able to see the volume of calls and better budget these costs moving forward. The Board discussed going out to bid for a maintenance contractor again this fall to see what increases contractors may be making to their rates for the utility locate changes. The financials were then approved upon motion by Leo Johnson and seconded by Bob Hart.

### **OTHER BUSINESS:**

Adjournment: There being no other business, Chairman Chris Veesaert adjourned the meeting at 5:30 pm.

Respectfully submitted,

  
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Leo Johnson, Secretary