

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

**July 16, 2018**

A regular meeting of the Board of Directors of the Southwest Suburban Denver Water and Sanitation District was convened on Monday, the 16<sup>th</sup> of July, 2018 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  
John LaBoon  
Leo Johnson  
Bob Hart  
Bill Geddes

Also in attendance were:

Justin Meeks, District Engineer  
Judy Simonson  
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 21, 2018 were approved upon motion of Leo Johnson, seconded by John LaBoon.

**ENGINEERING & MAINTENANCE MATTERS:**

Engineering Report

2018 Capital Improvements Project – Justin explained that the 2018 CIPP project was awarded to Layne Inliner. The project is expected to take two weeks but will have to start in August rather than this month. He then reported that Conroy Excavating is about two thirds done with the sanitary sewer removal/replacement project. He presented the Board with Change Order No. 1 from Conroy and explained that underdrain service lines were found connected to the underdrain that was in the same trench as the sewer mains. Conroy had to adjust materials and labor to retie the underdrain service lines into the underdrain main. The Board approved Change Order No. 1 upon motion by Leo Johnson and second by Bill Geddes. Justin then presented Conroy's Pay Application No. 1 that was paid in June. The Board ratified the approval of Pay Application No. 1 upon motion by Leo Johnson and second by Bob Hart. Justin then presented Pay Application No. 2, which was approved upon motion by Leo Johnson, seconded by John LaBoon.

Queen Street Backup – Justin updated the board on the sewer backup that occurred at 5681 S. Queen Street on May 29<sup>th</sup>. The District's contractors responded and determined that the backup was caused by asphalt that had been dropped into a manhole to which the residence's sanitary service line is directly connected. Jefferson County Road and Bridge had recently been paving in the area and it was determined that the asphalt in the manhole came from the paving project. As a precautionary measure, all the other District manholes were inspected within the paving area to make sure there weren't other manholes backing up. Justin provided the Board with a map showing all the locations where there was either asphalt found dropped in manholes or manholes that had been completely paved over. He explained that Martin/Martin has coordinated with C&L and DES to clean all of the manholes and locate the manholes that had been paved over. A letter has been sent to the Jefferson County Board of Commissioners informing them of this situation and an insurance claim has been filed with the Colorado Special District Insurance Pool. A second letter will be sent to the County requesting reimbursement for the District's efforts to correct the problems once all of the costs of repairs and efforts has been put together. In addition, the insurance pool is working with the homeowner on Queen street to cover any costs they incurred because of the backup.

Sanitary Repair – Justin ended the engineering report by explaining that Martin/Martin is continuing to work on integrating the District's data into the new asset management/operation and maintenance GIS software. He reported that the District Manager came in for a work session to view the GIS system and provided good feedback that they are working on incorporating into the system. They hope to have web based access for the District Manager by the end of August and will have another work session for training and to make sure everything operates as needed.

#### **FINANCIAL MATTERS:**


Disbursements: Leo Johnson moved to ratify the approval of the June, 2018 disbursements. John LaBoon seconded the motion and it was approved. Leo Johnson then moved to approve the July, 2018 disbursements. Bob Hart seconded the motion and it was approved.

Financial Statements: The District's bi-monthly financial statements for May and June 2018 were approved upon motion of Leo Johnson and second by Bill Geddes.

#### **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