



MINUTES

Supervisory Committee Meeting

Thursday, January 17, 2019

South Platte Water Renewal Partners (SPWRP)

2900 South Platte River Drive, Englewood, CO 80110 - Conference Room 9:00 a.m.

COMMITTEE MEMBERS PRESENT:

Maria D'Andrea	City of Englewood, Public Works Director
Dorothy Hargrove	City of Englewood, Interim City Manager
Keith Reester	City of Littleton, Public Works Director
Mark Relph	City of Littleton, City Manager

COMMITTEE MEMBERS ABSENT:

None

STAFF/CONSULTANTS PRESENT:

Kacie Allard	SPWRP Deputy Director - Business Solutions
Blair Corning	SPWRP Deputy Director - Environmental Programs
Dan DeLaughter	SPWRP Data & Regulatory Programs Manager
Rebecca Erickson	SPWRP Engineer I
Matt Montgomery	Hill & Robbins, SPWRP Attorney
Anna Schroeder	SPWRP Engineer II
Maria Sobota	Englewood, Director of Finance & Administrative Services
Pieter Van Ry	SPWRP Director
Brenda Varner	SPWRP Government Communications Specialist
Ben Wise	SPWRP Environmental Scientist I
Chong Woo	SPWRP Deputy Director - Engineering

GUESTS PRESENT:

Cynthia Lane	Assistant Manager, Platte Canyon Water & Sanitation District
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I. Call to Order

The January Supervisory Committee (Committee) meeting was called to order by Pieter Van Ry, Director of South Platte Water Renewal Partners (SPWRP).

II. Consideration of Minutes for Previous Supervisory Committee Meetings

The December Supervisory Committee meeting minutes were approved via email by Dorothy Hargrove, Mark Relph, Keith Reester, and Maria D'Andrea on January 8 and 9, 2019.

III. Action Item(s)

Sodium Hypochlorite Tanks Replacement Project – Contract Award:

Chong Woo discussed recommended approval of a construction contract through J.R. Filanc Construction Company, Inc. which is needed to replace two (2) Sodium Hypochlorite (SHC) Tanks located at the SPWRP facility. The SPWRP currently utilizes four (4) 4,500 SHC tanks to store chemicals used for the disinfection process. Disinfection is needed at the end of the wastewater treatment process to meet discharge permit requirements. The current SHC tanks were originally installed in 2006 and based on the nature of the chemicals used, the expected useful life of the tanks is estimated at 10-12 years. Both SHC tanks that need replacement have developed failures at the bottom perimeters and can no longer contain chemicals. The tanks are constructed of a polypropylene material and cannot be repaired, therefore the tanks must be replaced.

SPWRP staff used the request for proposal (RFP) process to obtain bids for this project. Three (3) bids were received and J.R. Filanc was identified as the lowest bid. Budget for the 2019 SCH Tanks Replacement Project will be expended from the 2019 SPWRP capital improvement budget.

The SPWRP staff recommended that the Committee approve a construction contract with J.R. Filanc Construction Company, Inc. for the 2019 Sodium Hypochlorite Tanks Replacement Project in the amount of \$101,262.00.

ACTION TAKEN – The Supervisory Committee considered the motion to approve a construction contract with J.R. Filanc Construction Company, Inc. for the 2019 Sodium Hypochlorite Tanks Replacement Project in the amount of \$101,262.00 Mark Relph moved, Maria D'Andrea seconded, all ayes, and no nays. Motion approved.

IV. Informational Items

SPWRP staff discussed the informational items listed below with the Supervisory Committee:

- Methanol Case Study
- Supervisory Committee Discussion
- Three (3)-Month Outlook for Supervisory Committee Action Items
- SPWRP Influent Flow and Load Summary:
 - The measured flow to the SPWRP averaged 19.7 mgd in December 2018, which is a decrease of 1.1 mgd from December 2017. The measured flow split was 43.6 / 56.4 percent between the cities of Littleton and Englewood.
- Fiscal Management and Reporting
 - Pieter Van Ry discussed options that would allow more time for the Committee to review the SPWRP financial documents.

V. New Meeting Time

The Supervisory Committee voted unanimously to move the reoccurring date of the SPWRP Supervisory Committee meeting to the fourth Thursday of each month at 9:00 a.m., to allow for more time for compilation and review of the SPWRP financial reports. The next SPWRP Supervisory Committee meeting will be held on Thursday, February 28, 2019, at 9:00 a.m., and continue to be held on the fourth Thursday of each month.

VI. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, February 28, 2019, at 9:00–10:30 a.m., at the South Platte Water Renewal Partners facility.

Adjourned at 9:52 a.m.

Recording Secretary Signature _____

Brenda J. Varner

The SPWRP Supervisory Committee approved the January 17, 2019 meeting minutes via email on February 5 and 6, 2019. Keith Reester, Maria D’Andrea, Mark Relph and Dorothy Hargrove all voted, four ayes, zero nays. Minutes approved.