



MINUTES

Supervisory Committee Meeting

Thursday, February 28, 2019

South Platte Water Renewal Partners (SPWRP)

2900 South Platte River Drive, Englewood, CO 80110 - Training 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
Tom Brennan	City of Englewood, Utilities Director
Tim Grossbach	SPWRP Industrial Pretreatment Specialist II
Alyssa Hoffman	SPWRP Business Services Specialist
Jamie Langer	SPWRP Engineering Project Manager
Dave Louch	SPWRP Industrial Pretreatment Administrator
Joe Morrissette	SPWRP Electrical Instrumentation & Control Supervisor
David Robbins	Hill & Robbins, SPWRP Attorney
Maria Sobota	City of Englewood, Director of Finance & Administrative Services
Pieter Van Ry	SPWRP Director
Brenda Varner	SPWRP Government Communications Specialist

GUESTS PRESENT:

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

The February Supervisory Committee (Committee) meeting was called to order by Pieter Van Ry, Director of South Platte Water Renewal Partners (SPWRP). Mr. Van Ry introduced Jamie Langer, SPWRP's new Engineering Project Manager, to the Committee.

II. Consideration of Minutes for Previous Supervisory Committee Meetings

The January Supervisory Committee meeting minutes were approved via email by Committee Member Hargrove, Relph, Reester, and D'Andrea on February 5 and 6, 2019.

III. Action Item(s)

Local Limits:

Dave Louch, SPWRP Industrial Pretreatment Administrator, and Tim Grossbach, SPWRP Industrial Pretreatment Specialist II, discussed the draft technical evaluation for SPWRP's Local Limits with the Committee. Local Limits are wastewater limitations on pollutants like metals and solvents that apply to commercial and industrial facilities. Local limits put controls on the discharge of toxic pollutants into the treatment system. The EPA requires wastewater plants to set new local limits each time they receive a discharge permit.

SPWRP staff recommended that the Committee approve the Local Limits technical evaluation as drafted. The evaluation was pre-reviewed by EPA, and SPWRP staff addressed EPA's comments. SPWRP Industrial Pretreatment staff have also met with local industries that may be affected by the new limits. The Local Limits technical evaluation has also been reviewed by SPWRP legal counsel. Upon approval by the Committee, SPWRP staff will work with the Cities' of Littleton and Englewood for City Council approval to incorporate the Local Limits technical evaluation into their municipal codes. The Local Limits will also be submitted to EPA for review and public comment.

ACTION TAKEN – The Supervisory Committee considered the motion to approve the SPWRP Local Limits technical evaluation as drafted and reviewed by the EPA. Committee Member Relph moved, Committee Member Hargrove seconded, all ayes, and no nays. Motion approved. SPWRP staff plans to present the SPWRP Local Limits technical evaluation to the Englewood and Littleton City Councils for their consideration in April 2019. The Littleton City Council requested more information be directly presented about Local Limits at their Study Session on Tuesday, March 12, 2019.

Process Control Network Services and Support – Contract Awards:

Joe Morrissette, SPWRP Electrical Instrumentation & Control Supervisor, discussed the recommendation of two professional services agreements with AmWest Controls, Inc., in the amount of \$30,000, and with Golden Automation, in the amount of \$65,000, to provide service and support for the SPWRP process control network.

The SPWRP facility utilizes Supervisory Control and Data Acquisition (SCADA) for its automation and process control network. SCADA is a control system architecture that uses computers, networked data communications and graphical user interfaces for high-level process supervisory management. It also uses devices such as programmable logic

controllers (PLC) and discrete proportional integral derivative (PID) controllers to interface with the plant process and treatment equipment. The use of SCADA leads to process-driven operations and facility management.

The SCADA system plays a critical role in meeting permit requirements and operational objectives of the facility. It is essential that plant staff have access to outside resources to ensure the effective reliability of such a complex system. The use of outside consultants is an effective means to gain technical expertise and maximize value to the organization.

ACTION TAKEN – ***The Supervisory Committee considered the motion to approve two (2) professional services agreements, one (1) with AmWest Controls, Inc., in the amount of \$30,000, and one (1) with Golden Automation, in the amount of \$65,000; to provide service and support for the SPWRP process control network. Committee Member Relph moved, Committee Member 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:

- Introduction of SPWRP coach and trainer, Walt Kowalski, President of BreakThroughs, Inc.
- Littleton and Englewood Influent Flow Summary
 - In November of 2018, after rehabilitation work and flow meter replacement on both the Littleton and Englewood influent channels, a flow measurement discrepancy was identified on each channel. SPWRP staff and flow meter experts thoroughly investigated these discrepancies, and it was determined that the current flow measurement is an accurate representation of the influent flow at this time. The SPWRP staff will continue to monitor and collect data, and report back to the Committee as additional information is gathered.
- SPWRP Procurement Policy Discussion
 - The Committee gave SPWRP staff direction to create a procurement policy specifically addressing procurement at SPWRP. This policy would provide a standard for purchasing goods or services on behalf of the SPWRP in conformance with the Joint Use Agreement. SPWRP staff discussed five main topics regarding SPWRP procurement with the Committee: (1) authorization levels, (2) the criteria for vendor selection, (3) emergency procurement procedures, (4) roles in regards to procurement, and (5) City of Englewood administrative support.



- Three (3)-Month Outlook for Supervisory Committee Action Items
- SPWRP Influent Flow and Load Summary:
 - The measured flow to the SPWRP averaged 18.6 mgd in January 2019, which is a decrease of approximately 2.0 mgd from January 2018. The measured flow split was 44.1 / 55.9 percent between the cities of Littleton and Englewood.
- Fiscal Management and Reporting

V. Adjournment

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

Adjourned at 10:52 a.m.

Recording Secretary Signature _____
Brenda J. Varner

The SPWRP Supervisory Committee approved the February 28, 2019 meeting minutes via email on March 24 and 25, 2019. Committee Member Reester, Committee Member D’Andrea, Committee Member Relph and Committee Member Hargrove all voted, four ayes, zero nays. Minutes approved.