

MINUTES

Supervisory Committee Meeting

Thursday, December 15, 2022; meeting held virtually via Microsoft Teams – 10 a.m.

South Platte Renew (SPR)

2900 South Platte River Drive, Englewood, CO 80110

COMMITTEE MEMBERS PRESENT:

Jim Becklenberg	City of Littleton, City Manager
Tim Dodd	City of Englewood, Acting City Manager
Victor Rachael	City of Englewood, Public Works Director
Keith Reester	City of Littleton, Public Works & Utilities Director

COMMITTEE MEMBERS ABSENT:

None

STAFF PRESENT:

Kacie Allard	SPR Deputy Director – Business Solutions
Erin Bartlett	SPR Public Outreach & Marketing Specialist
Blair Corning	SPR Deputy Director – Environmental Programs
Dan DeLaughter	SPR Data & Regulatory Programs Manager
Elizabeth DeWaard	SPR Government Communications Specialist
Zeena Williss Kohr	SPR Engineering Supervisor
Izaiah Krueenegel	SPR Deputy Director – Operations & Maintenance
Chloe Lopez-Jauffret	SPR Engineer I
Victoria McDermott	City of Englewood, Assistant City Attorney
Matt Montgomery	Hill & Robbins, SPR Attorney
Jamie Safulko	SPR Deputy Director – Engineering
Anna Schroeder	SPR Engineering Supervisor
Amanda Smokoff	SPR Engineer II
Brent Soderlin	City of Littleton, Deputy Public Works & Utilities Director
Pieter Van Ry	SPR Director

GUESTS:

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

The December Supervisory Committee meeting was called to order by Pieter Van Ry, SPR Director. Director Van Ry welcomed everyone to the meeting, and introduced Victor

Rachael, City of Englewood Public Works Director, as an incoming member of the Committee.

II. Consideration of Minutes for Previous Supervisory Committee Meetings
ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the November 17, 2022, Supervisory Committee meeting minutes.

Committee Member Reester moved to approve the minutes, Committee Member Becklenberg seconded the motion, three ayes, one abstention, and zero nays. Minutes approved.

III. Action Item(s)

Chemical Purchase Orders

Izaiah Kruenegel, SPR Deputy Director – Operations & Maintenance, presented the Committee with a recommendation to approve the following open Purchase Orders (POs) for process treatment chemicals:

- \$875,000 to Chemtrade Chemicals US LLC for coagulants
- \$732,000 to KubWater Resources, Inc. for polymer
- \$629,000 to Industrial Chemical Corporation for methanol
- \$200,000 to DPC Industries for sodium hydroxide
- \$147,000 to DPC Industries for sodium hypochlorite

SPR issues an open PO at the beginning of each fiscal year to a specific chemical vendor and applies individual purchases against the PO. The procurement of ferric sulfate, aluminum sulfate, sodium hypochlorite, and methanol is covered under the Colorado Municipal Assembly of Procurement Officials cooperative bidding process. Polymer is an optimal source purchase from KubWater Resources, Inc.

SPR established the requested open PO amounts during the budgeting process, and cost estimates for 2023 are based on 2022 pricing trends and 2022 actual use. Chemical usage in several processes will vary from 2022 due to newly implemented permit limitations and system startup.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the following open Purchase Orders for chemical purchases:

- ***\$875,000 to Chemtrade Chemicals US LLC for coagulants***
- ***\$732,000 to KubWater Resources, Inc. for polymer***
- ***\$629,000 to Industrial Chemical Corporation for methanol***
- ***\$200,000 to DPC Industries for sodium hydroxide***
- ***\$147,000 to DPC Industries for sodium hypochlorite***

Committee Member Becklenberg moved to approve the recommendation, Committee Member Reester seconded the motion, four ayes, and zero nays. Motion approved.

Operations Complex and Admin Building Remodel – Electrical Design

Zeena Williss Kohr, SPR Engineering Supervisor, presented the Supervisory Committee with a recommendation to approve the award of a Professional Services Agreement to Carollo Engineers, Inc., in the amount of \$151,200, for Electrical Design Services for the Operations Complex and Admin Building Remodel (Project).

The Project, currently in the Design Phase, will expand, remodel, and upgrade the existing Admin Building and Operations Complex at SPR. The Project requires additional electrical infrastructure and the possible relocation of existing underground infrastructure. Industrial electrical equipment and infrastructure are critical to operating the treatment process and SPR facility.

Due to the sensitive, crucial nature of this work, SPR recommends selecting Carollo as an optimal source to provide Electrical Design Services. Carollo successfully worked with SPR on the design and construction of the Pipeline Injection Project, the design and construction of the Electrical Improvements Project, the creation of the SPR Electrical Design Engineering Guidelines, and the 2019 Master Plan development. Carollo understands the needs of SPR, can meet all specifications, and has experience working directly with SPR's electrical infrastructure.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the award of a Professional Services Agreement to Carollo Engineers, Inc., in the amount of \$151,200, for Electrical Design Services for the Operations Complex and Admin Building Remodel.

Committee Member Reester moved to approve the recommendation, Committee Member Rachael seconded the motion, four ayes, and zero nays. Motion approved.

IV. Informational Items

SPR staff discussed these informational items with the Committee:

- Chemical Phosphorus System Startup and Commissioning
 - Zeena Williss Kohr presented on the completion of a rigorous startup and commissioning (S&C) process on the Chemical Phosphorus system. This process tested all components according to specifications and design criteria. After passing all testing, SPR personnel began an optimization study, determining the optimal doses of ferric sulfate and aluminum sulfate, appropriate dosing locations, ideal coagulant to use at each location, and plan for future chemical budgeting and scheduling.

- **SPR Safety Program Rollout**
 - Jamie Safulko, SPR Deputy Director – Engineering, presented on the rollout of SPR’s improved safety program, “SPR Safe.” SPR rolled out SPR Safe to all staff in December 2022, and the program ensures that all employees, visitors, and stakeholders have the resources, support, and knowledge to complete their job safely.
- **USGS Agreement**
 - Dan DeLaughter, SPR Data & Regulatory Programs Manager, presented on the 2023 renewal of an intergovernmental agreement between the SPR, City of Englewood Utilities, and the U.S. Geological Survey (USGS) for the continued operation of two flow gage stations in the South Platte River.
- **Director's Update**
 - Kacie Allard, SPR Deputy Director – Business Solutions, reported metrics from the Grease & Oil Takeback event on December 3, 2022. SPR collected a 10% increase in cooking and automotive oil compared with 2021.
 - Deputy Director Allard also discussed a billing issue with Xcel Energy, who failed to charge SPR for peak demand charges in 2022. SPR is entering into a payment plan with Xcel Energy and will continue to assess year-end spending to evaluate optimal repayment options.
 - Deputy Director Kruenegel also discussed the Xcel Energy billing issue and steps SPR is taking to avoid this billing error in the future and reduce energy consumption as part of SPR’s Strategic Energy Management program.
 - Blair Corning, SPR Deputy Director – Environmental Programs, informed the Committee of legislative efforts concerning non-flushable wipes that can clog pipes and collection systems. SPR staff are working collaboratively with state legislators to advance this legislation.
 - Deputy Director Safulko announced the Bureau of Reclamation’s award of a \$100,000 grant to SPR to fund a Biological Phosphorus pilot project. This pilot project will create a side-stream process to remove biological phosphorus in conjunction with the Chemical Phosphorus System.
 - Director Van Ry provided an update on the Pipeline Injection System and ongoing challenges with Regenerative Thermal Oxidizer (RTO) downtime. SPR is exploring solutions to optimize system reliability and reduce downtime. SPR remains on track for Pipeline Injection System payoff.

- SPR Influent Flow and Load Summary
 - The measured flow to SPR averaged 16.4 mgd in November 2022, which is an increase of 0.2 mgd from November 2021. The measured flow split was 46.1 / 53.9 percent between the Cities of Littleton and Englewood.
- Fiscal Management and Reporting
 - Deputy Director Allard presented the financial report for October 2022 and the preliminary financial report and aggregate purchases report for November 2022.

V. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, January 26, 2023, at 9 a.m. via Microsoft Teams.

Adjourned at 11:17 a.m.

Recording Secretary Signature _____

Elizabeth DeWaard

The SPR Supervisory Committee approved the December 15, 2022 meeting minutes during the January 26, 2023 Supervisory Committee Meeting. Committee Member Becklenberg moved to approve the minutes, Committee Member Lewis seconded the motion, four eyes, and zero nays. Minutes approved.