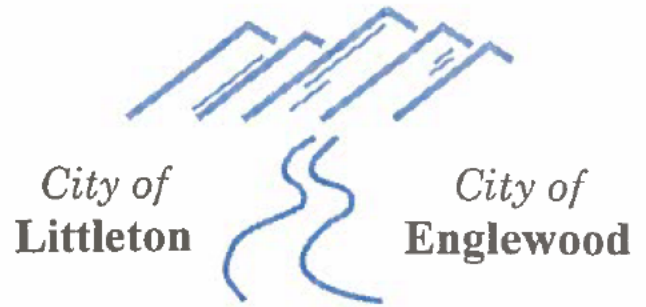


**LITTLETON/ENGLEWOOD  
WASTEWATER TREATMENT PLANT**

2900 S. Platte River Drive  
Englewood, Colorado 80110  
(303) 762-2600  
FAX 762-2620



**MINUTES  
SUPERVISORY COMMITTEE MEETING  
December 15, 2016  
9:00 a.m.**

<b>ATTENDING:</b>	Eric Keck	Englewood City Manager
	Mark Relph	Acting Littleton City Manager
	Dave Henderson	Englewood Public Works Director
	Fred Bromberger	Acting Littleton Public Works Director
	David Robbins	Hill & Robbins
	Matt Montgomery	Hill & Robbins
	Dennis Stowe	Director, L/E WWTP
	Tom Brennan	Utilities Director, City of Englewood
	Chong Woo	Engineering/Maintenance Division Manager, L/E WWTP
	Cindy Goodburn	Business Services Division Manager, L/E WWTP
	Dan DeLaughter	Environmental Compliance Division Manager, L/E WWTP
	Jim Tallent	Treatment Division Manager, L/E WWTP
	Jon Bridges	Industrial Pretreatment Administrator, L/E WWTP
	Phil Russell	Environmental Services Manager, L/E WWTP
<b>GUESTS:</b>	Dan Clayton	Brown and Caldwell
	Deb Parker	Desk Assistant, L/E WWTP
	Sarah Reeves	Brown and Caldwell
	Stephanie Schlieman	Human Resources Partner, L/E WWTP

**SECTION III - TOPICS FOR ACTION, DISCUSSION AND/OR REVIEW**

**I. ACTION ITEMS**

**Scroll Centrifuge Variable Frequency Drive (VFD) Replacement – Cindy Goodburn**

Cindy Goodburn gave a brief overview of the Scroll Centrifuge VFD Replacement Project. The Littleton/Englewood Wastewater Treatment Plant (L/E WWTP) has three (3) scroll centrifuges and three (3) VFD's. The VFD's are at the end of their useful life and need to be replaced; they are a very important part of operations at the L/E WWTP. The project is estimated to take seven (7) months. This will be a design-build project.

Eric Keck asked about the actions the L/E WWTP has taken prior to this to plan for the replacement. Cindy discussed how her teams have been working on this project for over two years. The L/E WWTP found only one other company who was willing to provide a bid, but they were not willing to warranty the units. Centrisys was the only company willing to do this work with a warranty. Dan Clayton, Brown and Caldwell

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(B&C), noted that a design-build project uses the same company to do both the design and the construction, so the L/E WWTP would benefit from the expertise of the people working on this project. Cindy also mentioned that the L/E WWTP is anticipating receiving rebates from Xcel Energy on the VFD units. The L/E WWTP has budgeted the amount needed for the replacement and warranty in the 2017 Budget.

Dan discussed a cost analysis handout associated with this project. B&C estimated the value for this project at \$854,700.00. In addition to the proposal, B&C has also provided contracting documents based upon the Design-Build Institute of America for the cities to review.

Mark Relph asked for clarification on the design-build, and Dan verified that it would be one contract with all the engineering and construction together. Mark asked about how contingencies would be handled. Dan stated that they would be addressed in the contract, but managed as change orders. The change orders would be under Littleton/Englewood control.

Eric asked what the possible ramifications if a VFD failed during replacement. Jim Tallent and Dan Clayton discussed that the plan was to replace one at a time, to ensure that L/E WWTP always has two capable machines running. Dennis discussed how the VFD processes can affect the entire plant and cause compliance issues. L/E WWTP needs to move forward quickly with this project.

***ACTION TAKEN*** – *The Supervisory Committee approved moving forward with the design-build contract with Brown and Caldwell to replace three (3) Scroll Centrifuge Variable Frequency Drives and associated panels provided, in the amount of \$854,700.00. Mark Relph moved, Dave Henderson seconded, all ayes, no nays, approved by all.*

**CSU Cooperative Research Project Proposal for 2017 – Jim Tallent**

Dennis discussed L/E WWTP's ongoing biosolids research project with Colorado State University (CSU). CSU has proposed a few changes, including evaluating soil impacts from biosolids use. Dennis believes that this is a good addition to the project since the National Resources Development Council (NRDC) is beginning to focus on soil quality. The L/E WWTP has supported this program since 1982; and over its long history this research into arid lands has contributed significantly to improved regulatory development. The Supervisory Committee agreed that this is a great program and the L/E WWTP should to continue with it.

***ACTION TAKEN*** – *The Supervisory Committee approved the 2017 Colorado State University proposal to continue the Cooperative Research Project on Land Application of Sewage Biosolids in Dryland Wheat, in the amount of \$114,775.00. Eric Keck moved, Mark Relph seconded, all ayes, no nays, approved by all.*

**II. INFORMATIONAL ITEMS**

**Upcoming Retirements – Dennis Stowe**

Dennis updated the Committee on status of retirements in 2017. Three higher-level managers will be retiring from L/E WWTP in 2017: Phil Russell, Jim Tallent and Dennis Stowe. There has been turnover in Human Resources, and L/E WWTP has gotten behind on the hiring schedule. The tentative date for Dennis's retirement (February) will be moved a few months later to provide overlap.

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**Regulatory Compliance Update – Dan DeLaughter**

Dan DeLaughter discussed updates on L/E WWTP's discharge permit. The Water Quality Control Division (WQCD) reached out to the L/E WWTP to set up a meeting on December 20, 2016. Dan believes the primary topic of discussion of this meeting will be the reserve capacity issue. Additionally, the WQCD sent out some application materials on the Stormwater Permit that are due by April 30, 2017.

Dan went over updates from the Work Groups. There is a hearing in October 2017 for Reg. 85 (the nutrient control regulation). One of the issues discussed was WQCD's proposal to reduce the limit for TIN (Total Inorganic Nitrogen) from 15 down to 10, which L/E WWTP does not support. Dan attended a 303(d) Methodology Listing meeting last week, which may impact temperature. Dan is coordinating with Integral to take a look at some of L/E WWTP's more recent temperature data to determine whether Segment 14 of the Platte River may be listed based on temperature.

**Hill & Robbins Updates – Matt Montgomery**

Hill & Robbins has been working with Dan to prepare for an upcoming hearing on Reg. 61 – which controls the permitting process. Matt is working with Jon Bridges on finalizing several Connector Agreements required by the EPA. David Robbins is working with both city attorneys on Interceptor Agreements. Mark Relph stated that it is important to get both the Connector Agreements and Interceptor Agreements on the Councils' schedules soon because the Littleton City Council is very busy at the moment.

Jon noted that the proposed revisions to the municipal codes for Englewood and Littleton have been sent to Al Garcia at the EPA for his review prior to going to Council study sessions. EPA is not sure they can review until sometime in January.

**Memo to Councils –**

Sarah Reeves handed out an example dashboard which identified seven or eight topics that L/E WWTP should provide to the Councils on a regular basis. Dennis reviewed the document depicting O&M, budget, infrastructure, and energy costs. Dennis noted that pretreatment would also be a good item to put on the dashboard because it provides information about the service area beyond the two Cities. The Supervisory Committee approved the format. Dennis also suggested that L/E WWTP should include regulatory issues in the dashboard as they come up. The Committee recommended that L/E WWTP provide the dashboard to the Councils quarterly.

Dennis discussed the progress with the Joint Council meeting feedback. Dan DeLaughter has been working with Hill and Robbins on the regulatory and legal side of the response. Sarah Reeves handed out the technical question responses for review. Committee would like 20 year flows graph put into the memo as well, including the organic loading.

**III. ADJOURNMENT**

The next Supervisory Committee meeting is scheduled for Thursday, January 19, 2017. This meeting will be held at 9:00 am at the Littleton / Englewood Wastewater Treatment Plant.

Adjourned at 9:59 am

Recording Secretary Signature

