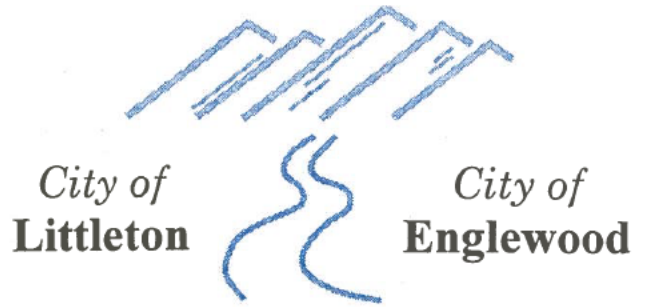


**LITTLETON/ENGLEWOOD
WASTEWATER TREATMENT PLANT**

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



**MINUTES
SUPERVISORY COMMITTEE MEETING
August 18, 2016
9:00 a.m.**

- ATTENDING:**
- | | |
|-----------------|---|
| Eric Keck | Englewood City Manager |
| Mark Relph | Acting Littleton City Manager |
| Dave Henderson | Deputy Englewood Public Works Director |
| Fred Bromberger | Littleton Jr., P.E., Engineer II |
| Tom Brennan | Englewood Utilities Director |
| Matt Montgomery | Hill & Robbins |
| Dennis Stowe | Plant Manager, L/E WWTP |
| Chong Woo | Engineering/Maintenance Division Manager, L/E WWTP |
| Cindy Goodburn | Business Services Division Manager, L/E WWTP |
| Jim Tallent | Treatment Division Manager, L/E WWTP |
| Mary Gardner | Environmental Compliance Division Manager, L/E WWTP |
| Jon Bridges | Industrial Pretreatment Administrator, L/E WWTP |
- GUESTS:**
- | | |
|---------------|---|
| Ashley Dalton | Platte Canyon Water & Sanitation District, Assistant Manager |
| Sarah Reeves | Brown & Caldwell |
| EIP Team | Comprised of:
Gunter Ritter, Greg Farmer, Brenna Durkin, John Wright, John Saurley, Jim Holder, Jim Tallent and Mary Gardner |

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

I. ACTION ITEMS

Lighting Replacement 2016 Project – Chong Woo

Chong Woo discussed the 2016 Lighting Replacement Project. The low bid Littleton/Englewood Wastewater Treatment Plant (L/E WWTP) received was deemed unacceptable. L/E WWTP has decided to do a re-bid, so there are no actions to take at this time.

ACTION TAKEN – No action taken.

Engineering Services for Biogas Use Application Project Presentation – Energy Improvement Program (EIP) team

Gunter Ritter discussed the L/E WWTP Energy Improvement Program (EIP). Gunter introduced the EIP team and explained the team's Request for Information (RFI) to the public to explore energy opportunities with Methane. Greg Farmer presented a PowerPoint to explain the background and reasoning behind the EIP team's

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findings on Biogas Use Applications (attached) and recommended that L/E WWTP move forward with a feasibility study by Carollo Engineers, Inc.

The Supervisory Committee discussed the costs associated with this project and the Business Plan that would be needed for future presentations to city councils. The Supervisory Committee applauded the EIP team's work and concluded that EIP is a positive step in the right direction. Eric Keck and Chong Woo discussed how the costs of this project were budgeted into the 2017 Budget.

ACTION TAKEN – *The Supervisory Committee approved going forward with the feasibility study by Carollo Engineers, Inc., not to exceed \$75,000, and to include a formal business plan with the study. Eric Keck moved, Mark Relph seconded, all ayes no nays.*

Permit Briefing – Dennis Stowe

L/E WWTP received a draft permit from the Water Quality Control Division. Dennis Stowe discussed the Draft Permit Presentation L/E WWTP put together for both city councils' study sessions on Monday, August 22nd and Tuesday, August 23rd (attached). Mark Relph mentioned needing the next steps to include a capital timeline for city council members. Dennis clarified that L/E WWTP will be able to provide these capital costs in early 2017, once the L/E WWTP permit is finalized. Dennis informed the Supervisory Committee that, based on the draft permit, he believed that most of the costs are manageable and have been budgeted in 2017.

ACTION TAKEN – *No action taken.*

II. INFORMATIONAL ITEMS

Regulatory Compliance – Dennis Stowe

Dennis Stowe discussed changes to the Industrial Pretreatment (IPT) program fee structure. The changes require sections of the City of Littleton and City of Englewood Municipal Codes to be updated. IPT is currently working with the two city attorneys and Hill & Robbins on modifications. IPT hopes to present this information at the council informational sessions in late September and the Englewood Water and Sewer Board meeting in October.

Visit to Farm – Dennis Stowe

Dennis briefly discussed the tour scheduled on Wednesday, September 21, 2016. Any Supervisory Committee members and/or city council members are invited to attend.

Joint Council Meeting – Dennis Stowe

Dennis suggested holding this meeting in October of this year. L/E WWTP will arrange.

October Supervisory Committee Meeting – Dennis Stowe

Dennis discussed needing to change the location of the Supervisory Committee meeting in October.

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III. **ADJOURNMENT**

The next Supervisory Committee meeting is scheduled for Thursday, September 15, 2016. This meeting will be held at 9:00 am at the Littleton / Englewood Wastewater Treatment Plant.

Adjourned at 9:50 am

Recording Secretary Signature

