

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

October 10, 2018

The regular meeting of the Board of Directors was convened on the October 10, 2018 at 7:00 p.m. at 4885 Ward Road, Suite 100, Wheat Ridge, CO 80033. Chairman Banks called the meeting to order. The following were present:

Directors Present

LeRoy Banks, President
Scott Epstein, Director
Thomas Leidich, Director
Claudia Browne, Director

Others Present

Richard Scheurer, Attorney, Scheurer and Associates
Jocelyn Hoopes, Bookkeeper
Jim Landry, Engineer, RG & Associates, LLC (RGA)
Melissa An, RG & Associates, LLC, Recording Secretary
Kim Setter, Attorney for Longs Peak Metropolitan District (LPMD)

Treasurer Chuck Thompson is excused from the meeting.

1. Agenda Topic: Meeting Minutes

- a. Discussion: September Meeting Minutes.
 - i. Board Approval: Motion to approve September 12, 2018 meeting minutes.
 1. Motion: Epstein
 2. Second: Leidich
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Certified Letters of Delinquents, will be sent to Treasure's office for collection.
 - i. Board Approval: Motion to Pass ASD Resolution 2018-11.
 1. Motion: Browne
 2. Second: Leidich
 3. Vote: All in favor
- b. Discussion: Published public notice for budget meeting at November Board Meeting.
- c. Discussion: Clear Creek Crossing Phase I. Kim Setter explained that LPMD has an existing Intergovernmental Agreement (IGA) with Wheat Ridge to build the interchange hook ramps from I70 (Ballot Issue 2E). They are proposing developing an IGA between LPMD and ASD to install the roadways and ASD main for Clear Creek Crossing Phase I.

Kim Setter dismissed at 7:26 PM

3. Agenda Topic: Engineer's Report

- a. Discussion: Engineer's Report. No comments.
- b. Discussion: Line Status Report. Presenting current line status report and recommended repairs for 2019.
- c. Discussion: Budget Memorandum. Landry presenting, requesting rate increase.
- d. Discussion: 2018 Jefferson County Milling and Overlay. Completed, County has 12 risers banked for ASD.

- e. Discussion: Clear Creek Crossing. RGA finalized review of Phase I.
 - i. Action Item: Scheurer to draft IGA and present to Board.
 - ii. Action Item: Landry to contact Developer for required documents and additional funds.
 - iii. Action Item: Landry to develop methodology for charging new entities, i.e. hospitals, restaurants, general retail, apartments, etc., sewer rates.
- f. Discussion: 2985 Indiana Street. Received Jefferson County Referral for Development.
- g. Discussion: 14915 Echo Drive. Sent notification to address leaking sewer from residence to outside clean-out.
- h. Discussion: Rolling Hills Country Club (RHCC). RGA met with Supervisor, requested videos from jetting and cleaning of private main.

4. Agenda Topic: Bookkeeper’s Report

- a. Discussion: Budget. Presenting current rate analysis model.

Jim Landry, Richard Scheurer, and Jocelyn Hoopes dismissed at 9:08 PM

5. Agenda Topic: Treasurer’s Report presented by the President

- a. Discussion: Bills to be Paid: The following checks are presented for payment:
 - Chk# 3249 RG & Assoc. \$ 24,362.25 – Engineering Fees
 - Chk# 3250 Scheurer & Assoc. \$ 2,734.13 – Legal Fees
 - Chk# 3251 LeRoy Banks \$ 92.35 – Director Fee
 - Chk# 3252 William Thompson \$ 92.35 – Director Fee
 - Chk# 3253 Thomas Leidich \$ 92.35 – Director Fee
 - Chk# 3254 Claudia Browne \$ 92.35 – Director Fee
 - Chk# 3255 Melissa An \$ 150.00 – Recording Secretary
 - Chk# 3256 United Stated Treasury \$ 183.60 – 2018 941 3rd Qrt
 - Chk# 3257 UNCC \$ 55.10 – Sewer Locates
 - Chk# 3258 Century Link \$ 67.81 – Telephone
 - Chk# 3259 U.S. Postal Service \$ 214.00 – P.O. Box Fee
 - Chk# 3260 Jocelyn Hoopes \$ 443.00 – Bookkeeper
- i. Board Approval:
 - 1. Motion: Bank
 - 2. Second: Leidich
 - 3. Vote: All in favor

There being no further business to come before the Board, the meeting was adjourned at 9:11 pm.

Respectfully submitted,

Melissa An
Recording Secretary