

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

October 11, 2017

The regular meeting of the Board of Directors was convened on the October 11th, 2017, 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

Roy Banks, Chairman
Chuck Thompson, Treasurer
Thomas Leidich, Director
Claudia Browne, Director
Scott Epstein, Director

Others Present

Richard Scheurer, Attorney, Scheurer and Associates
Jocelyn Hoopes, Bookkeeper
Jim Landry, Engineer, RG & Associates, LLC (RGA)
Melissa An, Recording Secretary, RG & Associates, LLC

1. Agenda Topic: Meeting Minutes

- a. Discussion: September Meeting Minutes.
 - i. Board Approval: Motion to approve September 6th and 13th, 2017 meeting minutes.
 1. Motion: Thompson
 2. Second: Epstein
 3. Vote: All in favor

2. Agenda Topic: Bookkeeper's Report:

- a. Discussion: Proposed 2018 Budget explanation by Hoopes.
 - i. Action Item: Voting for the budget will be conducted at the November 8th, 2017 ASD Board Meeting.

3. Agenda Topic: Attorney's Report:

- a. Discussion: 70 West Property, owner is proposing to exclude from Northwest Lakewood Sanitation District (NWLSD) and include into Applewood Sanitation District (ASD).
 - i. Board Approval: Motion to approve 70 West property to include into ASD after exclusion from NWLSD.
 1. Motion: Browne
 2. Second: Epstein
 3. Vote: All in favor
- b. Discussion: Certified Letters of Delinquents, will be sent to Treasure's office for collection.
 - i. Board Approval: Motion to Pass ASD Resolution 2017-11
 1. Motion: Thompson
 2. Second: Browne
 3. Vote: All in favor

Jocelyn Hoopes dismissed at 8:16 PM

4. Agenda Topic: Engineer's Report

- a. Discussion: Engineer's Report: Banks had questions calls asking for him. Explained as solicitation calls. No other questions.
- b. Discussion: RGA 2018 Proposed Budget, increased activity in the District, including locates and calls.
- c. Discussion: Clear Creek Crossing: Lift Station
 - i. Board Approval: ASD will own and operate the proposed lift station in accordance with details to be determined in the future.
 - 1. Motion: Leidich
 - 2. Second: Thompson
 - 3. Vote: All in favor
- d. Discussion: Immigrants Challenge: No updates, waiting on agreement response.
- e. Discussion: 2017 Capital Improvement Project (CIP): Landry explained the work was completed and are waiting on paperwork for final payment application.

Jim Landry and Richard Scheurer dismissed at 9:03 PM

5. Agenda Topic: Treasurer's Report

- a. Discussion: Bills to be Paid: The following checks are presented for payment:
 - Chk# 2594 Sheurer & Assoc. \$ 1,901.16 – Legal Fees
 - Chk# 2595 RG and Assoc. \$ 9,137.80 – Engineering Fees
 - Chk# 2596 UNCC \$ 62.35 – Sewer Locates
 - Chk# 2597 US Treasury \$ 260.10 – 3rd Qtr Payroll Report
 - Chk# 2598 U.S.P.S. \$ 198.00 – Postal
 - Chk# 2599 Century Link \$ 72.52 – Telephone
 - Chk# 2600 LeRoy Banks \$ 92.35 – Director Fee
 - Chk# 2601 William Thompson \$ 92.35 – Director Fee
 - Chk# 2602 Thomas Leidich \$ 92.35 – Director Fee
 - Chk# 2603 Claudia Browne \$ 92.35 – Director Fee
 - Chk# 2604 Scott Epstein \$ 92.35 – Director Fee
 - Chk# 2605 Melissa An \$ 150.00 – Secretarial
 - Chk# 2606 Jocelyn Hoopes \$ 580.50 – Bookkeeping
- i. Board Approval:
 - 1. Motion: Thompson
 - 2. Second: Epstein
 - 3. Vote: All in favor

There being no further business to come before the Board, the meeting was adjourned at 9:06 pm.

Respectfully submitted,



Melissa An
Recording Secretary