

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

March 14, 2018

The regular meeting of the Board of Directors was convened on the March 14, 2018, at 7:02 p.m. at 4885 Ward Road, Suite 100, Wheat Ridge, CO 80033. Director Leidich called the meeting to order. The following were present:

Directors Present

Thomas Leidich, Director
Chuck Thompson, Treasurer
Scott Epstein, Director
Claudia Browne, 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

LeRoy Banks, Chairman was excused from the meeting.

1. Agenda Topic: Meeting Minutes

- a. Discussion: February Meeting Minutes.
 - i. Board Approval: Motion to approve February 14th, 2018 meeting minutes.
 1. Motion: Thompson
 2. Second: Epstein
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Resolution 2018-04 for the official cancellation of the election for the positions held by Banks, Thompson, and Leidich. Oath of Office is scheduled for May 9, 2018.
 - i. Board Approval: Motion to approve Resolution 2018-04, to be signed by Leidich, acting as president pro tem.
 1. Motion: Thompson
 2. Second: Epstein
 3. Vote: All in favor
- b. Discussion: Resolution 2018-05 for the inclusion of 70 West Business Center, Filing No. 3, Block 2, Lot 1. Received Resolution from the Board of Directors of Northwest Lakewood Sanitation District excluding the property.
 - i. Board Approval: Motion to approve Resolution 2018-05 to be signed by Leidich, acting as president pro tem.
 1. Motion: Thompson
 2. Second: Epstein
 3. Vote: All in favor
- c. Discussion: Resolution 2018-06 for an amendment to the Rules and Regulations regarding fats, oils, and grease (FOG).
 - ii. Board Approval: Motion to approve Resolution 2018-06 to be signed Leidich, acting as president pro tem, in addition to Scheurer adding a statement to enforce the assessment of multiple penalties per violation, not to exceed \$5,000 per violation.

1. Motion: Epstein
 2. Second: Browne
 3. Vote: All in favor
- d. Discussion: Memo to Board – Immigrant’s Challenge Refund
- iii. Board Approval: Motion to return \$34,335.10 to Immigrant’s Challenge.
 1. Motion: Browne
 2. Second: Epstein
 3. Vote: All in favor

3. Agenda Topic: Engineer’s Report

- a. Discussion: Engineer’s Report. No comments.
- b. Discussion: Denver Water. Has tunneled under the ASD main. Future videoing will be performed to verify the internal state of the main. Open excavation will start in the next month, at another location over the ASD main line.
- c. Discussion: 2018 ASD Annual Maintenance Projects. DES is progressing great.
- d. Discussion: 2018 Capital Improvement Projects (CIP). Received one (1) bid response and rejected another due to late submission.
 - i. Board Approval: Motion to approve contracting with Insituform Technologies, LLC for 2018 CIP work.
 1. Motion: Browne
 2. Second: Thompson
 3. Vote: All in favor
- e. Discussion: After-Hours services. Ramey Environmental sent in their termination letter due to lack of resources. Landry contacted DES for pricing and recommends, as of April 1st, contracting with DES for After-Hours services.
 - i. Action Item: Landry to prepare contract documents for Leidich signature before April 1st.
 - ii. Board Approval: Motion to approve contracting with DES for after-hours services.
 1. Motion: Epstein
 2. Second: Thompson
 3. Vote: All in favor
- f. Discussion: Landry presented Homeowner’s Guide to Sanitary Sewer Lines exhibit, to be posted on the website.

4. Agenda Topic: Newsletter

- f. Discussion: Epstein inquired if ASD would like to make additions to APO newsletter. Browne to prepare language about ASD website, Clear Creek Crossing Development and ASD rate analysis.

Jim Landry and Richard Scheurer dismissed at 8:15 PM

Jocelyn Hoopes dismissed at 8:16 PM

5. Agenda Topic: Treasurer’s Report

- a. Discussion: Bills to be Paid: The following checks are presented for payment:
 - Chk# 3160 Scheurer & Assoc. \$ 2,865.28 – Legal Fees
 - Chk# 3161 RG & Assoc. \$ 11,929.36 – Engineering Fees
 - Chk# 3162 UNCC \$ 65.25 – Sewer Locates
 - Chk# 3163 Century Link \$ 80.34 – Telephone
 - Chk# 3164 LeRoy Banks \$ 92.35 – Director Fee

- Chk# 3165 William Thompson \$ 92.35 – Director Fee
 - Chk# 3166 Scott Epstein \$ 92.35 – Director Fee
 - Chk# 3167 Thomas Leidich \$ 92.35 – Director Fee
 - Chk# 3168 Claudia Browne \$ 92.35 – Director Fee
 - Chk# 3169 Melissa An \$ 150.00 – Recording Secretary
 - Chk# 3170 Jocelyn Hoopes \$ 1,346.00 – Bookkeeping
 - Chk# 3171 US Treasury \$ 214.20 – 2018 941 1st Qtr
 - Chk# 3172 Colo Trust \$ 175,000 – Deposit
 - Chk# 3175 Immigrant’s Challenge \$ 34,335.10 – Refund
- 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 8:19 pm.

Respectfully submitted,



Melissa An
Recording Secretary