

## RECORD OF PROCEEDINGS

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### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

#### APPLEWOOD SANITATION DISTRICT FOR MONTH OF

April 11, 2018

The regular meeting of the Board of Directors was convened on the April 11, 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  
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

#### **1. Agenda Topic: Meeting Minutes**

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

#### **2. Agenda Topic: Attorney's Report**

- a. Discussion: May Board Meeting. Members will be sworn in and officers will be elected.
- b. Discussion: 70 West Business Center. The Northwest Lakewood Sanitation District attorney has yet to submit the exclusion order.
- c. Discussion: Immigrant's Challenge. Funds were returned after last month's meeting.
- d. Discussion: Clear Creek Crossing. Landry is scheduled to meet with the Developer next week.

#### **3. Agenda Topic: Engineer's Report**

- a. Discussion: Engineer's Report. Phone log, correction to address. Landry provided a quarterly summary of the budget and time spent to date.
- b. Discussion: Denver Water. Open excavation planned for between April 24<sup>th</sup> – May 4<sup>th</sup>, at another location over the ASD main line. No information on the hook ramps.
- c. Discussion: 2018 ASD Annual Maintenance Projects. Recommend payment to DES.
- d. Discussion: 2018 Capital Improvement Projects (CIP). Contract has been executed, work will begin soon.
- e. Discussion: UNCC 811. RGA is planning on meeting with local representative to reduce and better control the volume and out of district locate requests.
- f. Discussion: Cottages at Rolling Hills. Contacted Jefferson County and corrected referral information. Spoke with Planner, in charge of development referral, about ASD's Application and Agreement for Extension of Sanitary Sewer Mains. Agreement was sent directly to Developer. Deposit amount to remain the same.

Jocelyn Hoopes, Jim Landry and Richard Scheurer dismissed at 7:33 PM

**4. Agenda Topic: Chairman's Report**

- a. Discussion: Received Metro Wastewater Reclamation District member report on Thomas Colchin.

**5. Agenda Topic: Treasurer's Report**

- a. Discussion: Bills to be Paid: The following checks are presented for payment:

- Chk# 3178 Scheurer & Assoc. \$ 2,383.32 – Legal Fees
- Chk# 3173 RG & Assoc. \$ 12,681.85 – Engineering Fees
- Chk# 3174 UNCC \$ 227.65 – Sewer Locates
- Chk# 3176 Century Link \$ 153.07 – Telephone
- Chk# 3177 Thomas Leidich \$ 92.35 – Director Fee
- Chk# 3179 William Thompson \$ 110.96 – Director Fee
- Chk# 3180 Scott Epstein \$ 92.35 – Director Fee
- Chk# 3181 Claudia Browne \$ 92.35 – Director Fee
- Chk# 3182 Melissa An \$ 150.00 – Recording Secretary
- Chk# 3183 Jocelyn Hoopes \$ 1,039.75 – Bookkeeping
- Chk# 3184 DES \$ 1,148.00 – Annual Maintenance Work

- i. Board Approval:
  - 1. Motion: Thompson
  - 2. Second: Banks
  - 3. Vote: All in favor

There being no further business to come before the Board, the meeting was adjourned at 7:41 pm.

Respectfully submitted,



Melissa An  
Recording Secretary