

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

May 9, 2018

The regular meeting of the Board of Directors was convened on the May 9, 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: April Meeting Minutes.
 - i. Board Approval: Motion to approve April 11, 2018 meeting minutes.
 1. Motion: Thompson
 2. Second: Leidich
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Board Members Oath of Office.
 - i. Board Approval: Motion for Chuck Thompson to act as president pro tem to sign LeRoy Bank's Oath of Office.
 1. Motion: Thompson
 2. Second: Banks
 3. Vote: All in favor
 - ii. Board Approval: Motion for no change to the Officers.
 4. Motion: Epstein
 5. Second: Leidich
 6. Vote: All in favor
- b. Discussion: Fats, Oils, and Grease Ordinance.
 - i. Board Approval: Motion for Approval of Resolution 2018-06, Amendment of the Rules and Regulations RE: Fats, Oils, and Grease Ordinance
 7. Motion: Thompson
 8. Second: Leidich
 9. Vote: All in favor
- c. Discussion: 70 West Business Center. Still have not received court order for exclusion from Northwest Lakewood Sanitation District.

3. Agenda Topic: Engineer's Report

- a. Discussion: Engineer's Report. No comments.
- b. Discussion: 2018 ASD Annual Maintenance Projects. Recommend final payment to DES.

- c. Discussion: 2018 Capital Improvement Projects (CIP). Progress meeting May 1, 2018, provided cured-in-place schedule and anticipating excavation schedule. Plan to begin work in June 2018.
- d. Discussion: Denver Water. Actively tunneling under I70, open excavation planned for week of July 2, 2018 over the ASD main line.
- 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. Landry explained an increase in the locate budget was due to the increase in locate volume.
- f. Discussion: Cottages at Rolling Hills. Execution of ASD's Application and Agreement for Extension of Sanitary Sewer Mains. Deposit was received. Banks would like to see the liability and insurance requirements updated.
 - i. Action Item: Scheurer to update liability and insurance requirements in agreement and ensure Developer can comply with changes.
- g. Discussion: Clear Creek Crossing. Waiting on plans for review. Contractor has been calling and plans to start construction in June.
 - i. Action Item: Landry to notify the Board of any changes.

Jocelyn Hoopes, Jim Landry and Richard Scheurer dismissed at 7:45 PM

4. Agenda Topic: Treasurer's Report

- a. Discussion: Bills to be Paid: The following checks are presented for payment:
 - Chk# 3185 RG & Assoc. \$ 15,359.16 – Engineering Fees
 - Chk# 3186 Scheurer & Assoc. \$ 1,438.52 – Legal Fees
 - Chk# 3187 UNCC \$ 105.85 – Sewer Locates
 - Chk# 3188 Century Link \$ 73.21 – Telephone
 - Chk# 3189 Easton and Barsch \$ 1,310.00 – Audit
 - Chk# 3190 NW Lkwd San District \$ 10,191.50 – Sewer Fees
 - Chk# 3191 Metro Wastewater \$ 40,673.25 – 2nd Qtr Metro
 - Chk# 3192 LeRoy Banks \$ 92.35 – Director Fee
 - Chk# 3193 William Thompson \$ 92.35 – Director Fee
 - Chk# 3194 Thomas Leidich \$ 92.35 – Director Fee
 - Chk# 3195 Claudia Browne \$ 92.35 – Director Fee
 - Chk# 3196 Scott Epstein \$ 92.35 – Director Fee
 - Chk# 3197 Melissa An \$ 150.00 – Recording Secretary
 - Chk# 3198 Jocelyn Hoopes \$ 406.75 – Bookkeeping
 - Chk# 3199 DES \$ 24,182.40 – Annual Maintenance Work
- 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 7:51 pm.

Respectfully submitted,

Melissa An
Recording Secretary