

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

June 13, 2018

The regular meeting of the Board of Directors was convened on the June 13, 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: May Meeting Minutes.
 - i. Board Approval: Motion to approve May 9, 2018 meeting minutes.
 1. Motion: Leidich
 2. Second: Browne
 3. Vote: All in favor

2. Agenda Topic: Attorney's Report

- a. Discussion: Fats, Oils, and Grease Ordinance. Signing of Resolution 2018-06, Amendment of the Rules and Regulations RE: Fats, Oils, and Grease Ordinance.
- b. Discussion: Delinquencies. Scheurer and Hoopes have actively been collecting delinquent payments.
- c. Discussion: Clear Creek Crossing. Landry and developer are reviewing acreage to determine inclusion fee amount. Landry provided exhibit.
- d. Discussion: 70 West Business Center. 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 Capital Improvement Projects (CIP). Excavation is finishing up, slip-lining remaining. No pay application was received from contractor.
- c. Discussion: Denver Water. Open excavation planned for July over the ASD main line.
- d. Discussion: UNCC 811. RGA will meet with 811 and provide a report at the July meeting.
- e. Discussion: Clear Creek Crossing. Landry to email meeting minutes from meeting with Developer. Developer is raising site, eliminating the need for a lift station. RGA Recommend sampling for medical facility.
 - i. Action Item: RGA to discuss medical facility development best management practices with other Districts.
- f. Discussion: Cottages at Rolling Hills. First comment response has been delivered. Waiting on second submittal from Developer.

4. Agenda Topic: Bookkeeper's Report

- a. Discussion: Online Payment.
 - i. Action Item: Landry to discuss online payment programs with other Districts and obtain contact information for Hoopes.

5. Agenda Topic: Chairman's Report

- a. Discussion: Metro Wastewater Reclamation District. 2019 Budget Increase.

Jocelyn Hoopes, Jim Landry and Richard Scheurer dismissed at 8:09 PM

6. Agenda Topic: Treasurer's Report

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

- Chk# 3200 Scheurer & Assoc. \$ 1,511.00 – Legal Fees
- Chk# 3201 RG & Assoc. \$ 14,832.90 – Engineering Fees
- Chk# 3202 LeRoy Banks \$ 92.35 – Director Fee
- Chk# 3203 William Thompson \$ 92.35 – Director Fee
- Chk# 3204 Scott Epstein \$ 92.35 – Director Fee
- Chk# 3205 Claudia Browne \$ 92.35 – Director Fee
- Chk# 3206 Thomas Leidich \$ 92.35 – Director Fee
- Chk# 3207 Melissa An \$ 150.00 – Recording Secretary
- Chk# 3208 Century Link \$ 74.61 – Telephone
- Chk# 3209 Jocelyn Hoopes \$ 332.00 – Bookkeeping
- Chk# 3210 United States Treasury \$ 214.20 – 2018 2nd Qtr
- Chk# 3211 UNCC \$ 66.70 – Sewer Locates
- Chk# 3212 Thomas Leidich \$ 952.35 – Director Fee (Replacement)

- 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 8:14 pm.

Respectfully submitted,



Melissa An
Recording Secretary