

## RECORD OF PROCEEDINGS

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

#### APPLEWOOD SANITATION DISTRICT FOR MONTH OF

August 8, 2018

The regular meeting of the Board of Directors was convened on the August 8, 2018, at 7:05 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  
Chuck Thompson, Treasurer  
Scott Epstein, Director

#### Others Present

Richard Scheurer, Attorney, Scheurer and Associates  
Jocelyn Hoopes, Bookkeeper  
Jim Landry, Engineer, RG & Associates, LLC (RGA)  
Thomas Colchin, Metro Wastewater Reclamation District Rep.

Director Claudia Browne, Director Thomas Leidich, and Recording Secretary Melissa An are excused from the meeting.

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

- a. Discussion: July Meeting Minutes.
  - i. Board Approval: Motion to approve July 11, 2018 meeting minutes.
    1. Motion: Thompson
    2. Second: Epstein
    3. Vote: All in favor

#### **2. Agenda Topic: Metro Wastewater Reclamation District Report**

- a. Discussion: Provided handout for understanding bio phosphorus removal at the treatment plant and governmental confusion on phosphorus effluent.

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

- a. Discussion: Clear Creek Crossing. What is the appropriate acreage to charge for inclusion. Inclusion area will be area from Clear Creek Crossing Subdivision Filing No. 2, A Replat of Clear Creek, dated 12/20/2017 (134 ACRES), excluding right-of-way.

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

- a. Discussion: Engineer's Report. No comments.
- b. Discussion: Budget Tracking Spreadsheet. Landry presented new tracking exhibit.
- c. Discussion: 811 Board is reviewing buffer distance.
- d. Discussion: 2018 Capital Improvement Projects (CIP). Recommend payment of Pay Application #1 to Insituform Technologies.
- e. Discussion: 2018 Jefferson County Milling and Overlay. Manhole riser rings have been ordered and sent to County yard. Brian Knight, with Jefferson County, is crediting ASD 25 riser rings.
- f. Discussion: 70 West Business Center. Dwaine requested agreement to split inclusion agreement and deposit.

- i. Action Item: Landry to implement agreement without requesting deposit. However, any coordination for property will require deposit.
- g. Discussion: Cottages at Rolling Hills. Completed second review, provided comment letter.
- h. Discussion: Metro Wastewater Reclamation District. Increased connection fee. ASD will need resolution as well.
- i. Discussion: Sanitary Sewer Service Fee. Discuss when all members are available.
- j. Discussion: Medical Facility. Landry provided on-going documentation.

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

- a. Discussion: Clear Creek Crossing. Fund has been depleted, request for additional funds has been provided. RGA to stop work till funds are replaced.

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

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

• Chk# 3228	Scheurer & Assoc.	\$ 2,398.13 – Legal Fees
• Chk# 3229	RG & Assoc.	\$ 21,632.05 – Engineering Fees
• Chk# 3230	LeRoy Banks	\$ 92.35 – Director Fee
• Chk# 3231	William Thompson	\$ 92.35 – Director Fee
• Chk# 3232	Thomas Leidich	\$ 92.35 – Director Fee
• Chk# 3233	Scott Epstein	\$ 92.35 – Director Fee
• Chk# 3234	Metro Wastewater	\$ 40,673.25 – 3 <sup>rd</sup> Qrt Metro
• Chk# 3235	Century Link	\$ 68.06 – Telephone
• Chk# 3236	UNCC	\$ 87.00 – Sewer Locates
• Chk# 3237	Melissa An	\$ 150.00 – Recording Secretary
• Chk# 3238	Jocelyn Hoopes	\$ 346.75 – Bookkeeping
• Chk# 3239	Insituform, Pay App #1	\$ 171,257.69 – CIP
• Chk# 3240	Insituform, Pay App #2	\$ 9013.56 – CIP, Retainage

- 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 8:13 pm.

Respectfully submitted,



Melissa An  
Recording Secretary