

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

APPLEWOOD SANITATION DISTRICT FOR MONTH OF

May 10, 2017

The regular meeting of the Board of Directors was convened on the March 8th, 2017, at 7:00 p.m. at the RG & Associates at 4885 Ward Road, Wheat Ridge, CO 80033. Chairman Banks called the meeting to order. The following were present:

Directors Present

Roy Banks, Chairman
Chuck Thompson, Director
Claudia Browne, Director
Tomas Leidich, Director
Scott Epstein, Director

Others Present

Richard Scheurer, Attorney, Scheurer and Assoc.
Jocelyn Hoopes, Bookkeeper
Jim Landry, RG & Associates

1. Agenda Topic: Meeting Minutes
 - a. Discussion: The group is looking for somebody to help with the website. If someone is not identified in approximately the next week a posting will be placed on Facebook.
 - i. Action item: Jim to follow up with his staff to see if there is any interest.
 - b. Discussion: April Meeting Minutes.
 - i. Board Approval: Motion to approve the April meeting minutes.
 1. Motion: Thompson
 2. Second: Epstein
 3. Vote: All in favor
 - c. Discussion: January Meeting Minutes.
 - i. Board Approval: Motion to approve the January meeting minutes.
 1. Motion: Leidich
 2. Second: Epstein
 3. Vote: All in favor
 - d. Discussion: Tom Colchin will stay on the Metro Wastewater Board.
2. Agenda Topic: Attorney's Report
 - a. Discussion: Clear Creek Crossing. Meeting with Evergreen (developer) to discuss the funding agreement at the \$25,000 level; to be replenished at 80%. Evergreen wants to define a scope of work and total sum for the potential work which would include the development of the site and the impacts from the CDOT work. The group agreed that we should go back with Evergreen to ask for \$30,000 total (\$5,000 from the initial payment and additional \$25,000) in the funding agreement.
 - b. Discussion: Agreement with Ramey Environmental Compliance for the after-hours emergency calls/response (draft document provided).

- i. Board Approval: Motion to approve the contract for Ramey's with minor additions to item 2 related to the scope of services.
 - 1. Motion: Epstein
 - 2. Second: Leidich
 - 3. Vote: All in favor
 - c. Discussion: May enter into an intergovernmental agreement (IGA) with Longspeak Development. A lift station is required at the Clear Creek Crossing Development. ASD does not want to operate the lift station; Longspeak would need to operate the lift station and would need to develop the IGA for ASD's review. There is a possibility for the northern portion of the site to directly connect to the Metro Wastewater interceptor along Clear Creek instead of adding a lift station to connect to the ASD system.
- 3. Agenda Topic: Engineer's Report
 - a. Discussion: No comments on the supplied meeting documents.
 - b. Discussion: 3900-4096 Youngfield – coordinating with the property owner regarding the water usage and the resulting fees. Meeting scheduled for May 12, 2017 to verify the square footage of landscaping, to understand the design of their lift station, and to understand their potential usage (quantity and constituents).
 - c. Discussion: Clear Creek Crossing – with the proposed development of Clear Creek Crossing the group discussed the potential need to revisit the pricing for non-residential customers.
 - d. 2017 Projects – Project is progressing on schedule and is going well. Currently completing the point repairs and then will go back with the lining of the pipes. Work on private property has not occurred yet.
 - e. Rate analysis – completing the categorization of the system based on the age of the pipes, condition etc.
 - i. Action item: Jim to present the rate analysis at the June meeting.
 - f. Website: Claudia to work directly with RG on the website edits.
- 4. Agenda Topic: Financial Report
 - a. Discussion: Shira residence – they didn't pay last year, but have since sold the property; it was not caught in the title review.
 - i. Action item: Roy will talk with the new neighbors.
- 5. Agenda Topic: Chairman's Report
 - a. Discussion: Metro Wastewater Board Representation
 - i. Board Approval: Motion to appoint Tom Colchin to the Metro Wastewater board.
 - 1. Motion: Leidich
 - 2. Second: Thompson
 - 3. Vote: All in favor
- 6. Agenda Topic: Treasurer's Report
 - a. Discussion: Bills to be Paid: The following checks are presented for payment:

• Ck# 2534	Scheurer and Assoc.	\$ 2,788.88 – Legal Fees
• Ck# 2535	RG and Assoc.	\$ 15,452.50 – Engineering fees
• Ck# 2536	UNCC	\$ 44.95 – Sewer Locates
• Ck# 2537	Easton and Barsch	\$ 1,275 – Audit Exemption
• Ck# 2538	CenturyLink	\$ 74.67 – Telephone

- Ck# 2539 William Thompson \$ 92.35 – Director Fees
- Ck# 2540 Claudia Browne \$ 92.35 – Director Fees
- Ck# 2541 Thomas Leidich \$ 92.35 – Director Fees
- Ck# 2542 Metro Wastewater \$ 52,671.75 – 2017 2nd Quarter
- Ck# 2523 Jocelyn M. Hoopes \$ 674.49 – Bookkeeping

b. Board Approval:

- i. Motion: Thompson
- ii. Second: Leidich
- iii. Vote: All in favor

There being no further business to come before the Board, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Scott Epstein
Director
