

RECORD OF PROCEEDINGS

MINUTES OF A RECONVENED REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTHWEST LAKEWOOD SANITATION DISTRICT
AND THE BOARD OF DIRECTORS OF THE
WASTEWATER UTILITY ENTERPRISE
HELD
APRIL 30, 2008

The continued March 26, 2008 regular meeting of the Board of Directors of the Northwest Lakewood Sanitation District and the Board of Directors of the Wastewater Utility Enterprise (referred to hereafter as "Board") was reconvened on Wednesday, the 30th day of April, 2008, at 4:30 P.M., at the offices of the District, 141 Union Boulevard, Suite 150, Lakewood, Colorado 80226. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:
Michael Curran, President
Catherine "CiCi" Kesler
Richard Billings

Upon motion duly made by Director Kesler, seconded by Director Billings and, upon vote, unanimously carried, the absence of Anthony M. Dursey was excused.

Also In Attendance Were:
Lisa A. Johnson; Special District Management Services, Inc.

Tim Flynn, Esq.; Collins, Cockrel & Cole, P.C.

Jim Zimmerman; board candidate

Wayne Ramey; Ramey Environmental Compliance

Bill Willis and William "Will" Raatz; Martin/Martin

See attached sheet for others in attendance.

ADMINISTRATIVE MATTERS

Minutes: The Board reviewed the minutes of the March 26, 2008 regular meeting.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Billings and, upon vote, unanimously carried, the minutes of the March 26, 2008 regular meeting were approved.

Appointment of Director: The Board considered the appointment of James D. "Jim" Zimmerman to fill the position left vacant following the May 2008 election.

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Following discussion, upon motion duly made by Director Kesler, seconded by Director Billings and, upon vote, unanimously carried, Jim Zimmerman was appointed to fill the position left vacant following the May 2008 election.

District newsletter: Following discussion, upon motion duly made by Director Billings, seconded by Director Kesler and, upon vote, unanimously carried, the Board approved the proposal from Colorado Print & Digital to print and distribute the newsletter for an amount not to exceed \$3,540. Attorney Flynn will prepare the Agreement.

District website: The Board provided final comments and approved making the website accessible to viewers.

Management contract: Discussion was deferred.

SDA 2008 Annual Conference: Ms. Johnson discussed having Board Members attend the SDA 2008 Annual Conference.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Billings and, upon vote, unanimously carried, the Board authorized Directors Curran, Kesler and Zimmerman to attend the SDA 2008 Annual Conference.

FINANCIAL MATTERS

Claims: The Board considered the approval of the payment of claims through the period ending April 30, 2008, as follows:

General Fund	\$	8,053.62
Enterprise Fund		90,586.74
Metro Wastewater Connection Fee		6,620.00
Total	\$	<u>105,260.36</u>

Following discussion, upon motion duly made by Director Billings, seconded by Director Kesler and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending April 30, 2008.

Financial Statements: The Board reviewed the unaudited financial statements of the District setting forth the cash deposits, investments, and budget analysis, and accounts payable vouchers for the period ending March 31, 2008 and the schedule of cash position as of April 30, 2008.

Following discussion, upon motion duly made by Director Billings, seconded by Director Kesler and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending March 31, 2008.

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Investments: No action is required at this time.

Financial advisor: Following discussion, upon motion duly made by Director Kesler, seconded by Director Billings and, upon vote, unanimously carried, the Board approved the proposal from James Capital Advisors, Inc. for financial advice services for an amount not to exceed \$4,500. Attorney Flynn will prepare the Agreement.

LEGAL MATTERS

Amendment to Rules and Regulations: Attorney Flynn presented a draft resolution. The Board discussed the draft resolution and deferred further discussion to the next meeting.

Public Hearing on the Petition for Exclusion (Naill Property): The Chairman opened the public hearing.

No public comments were received and the public hearing was closed.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Billings, and upon vote, unanimously carried, the Board approved the petition for exclusion of the Naill Property and adopted Resolution 08-4-1. A copy of the Resolution is attached hereto and incorporated herein by this reference.

Public Hearing on the Petition for Exclusion (Freeman Property): The Chairman opened the public hearing.

No public comments were received and the public hearing was closed.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Billings, and upon vote, unanimously carried, the Board approved the petition for exclusion of the Freeman Property and adopted Resolution 08-4-2. A copy of the Resolution is attached hereto and incorporated herein by this reference.

4101 Miller Street: Attorney Flynn reported that he has not received a response from the City of Wheat Ridge to his letter requesting a fence to be installed along the road to the property.

OPERATIONS MATTERS

Plant Manager's Report: Mr. Ramey presented the April 2008 monthly report. A copy of the report is attached hereto and incorporated herein by this reference.

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Grease trap inspections. Mr. Ramey will send a letter to all users who have not installed a grease trap or interceptor.

Leak at the WWTP. The Board directed staff to contact Consolidated Mutual and request that the water at the plant site be turned off.

Engineer's report: Denver Water/Moffat Water Treatment Plant. Ms. Johnson reported that representatives of Denver Water have asked to address the Board at the May meeting to discuss the flows and tap fee structure issues.

Main extension from Robb Street to Routt Street. Mr. Willis reported that he met with applicants and Attorney Flynn and presented the punchlist items for the mainline and the service lines. Final acceptance of the mainline has not been granted.

25th Avenue Sanitary Sewer Extension: Following discussion, upon motion duly made by Director Kesler, seconded by Director Billings and, upon vote, unanimously carried, the Board ratified the approval of the contract with A-Fast Patch, Inc. for an amount not to exceed \$4,523.75.

Youngfield Street mainline extension: Mr. Willis presented two options for connecting the Maple Grove Grange to the public sewer system on either Youngfield Street or on W. 32nd Avenue.

Mr. Jessop, representing the Maple Grove Grange, addressed the Board. He explained the request of the Maple Grove Grange to extend the sewer service mainline to serve their property on Youngfield Street.

Mr. Willis stated that he estimates that the extension of the mainline will cost approximately \$24,000.

In addition, the property owner will need to construct a lift station and install a service line. The property owner will also need to pay a tap fee to the District.

Mr. Jessop asked the District to consider providing financial assistance to the Grange for the project. The Board took the matter under advisement.

OTHER BUSINESS

2008 Improvements: Mr. Willis presented his recommendations for system improvements to be completed in 2008. The total estimate for the project is \$401,000 which does not include engineering and geo-technical services costs. The Board deferred discussion to the next meeting.

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Manhole locate: Mr. Willis and Mr. Raatz reported that Consolidated Mutual ran through one of the District's manholes in Youngfield Street that was not marked when locating was done. Consolidated has agreed to pay half of the estimated \$10,000 repair cost.

Following discussion, upon motion duly made by Director Billings, seconded by Director Kesler and, upon vote, carried with Directors Curran and Billings voting "Yes" and Director Kesler abstaining, the Board agreed to the proposal to share half of the cost of the repairs with Consolidated Mutual.

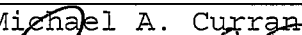
ADJOURNMENT

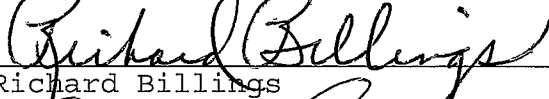
There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By  Secretary for the Meeting


THESE MINUTES APPROVED AS THE OFFICIAL APRIL 30, 2008 MINUTES OF THE NORTHWEST LAKEWOOD SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:




Richard Billings


Anthony Dursey


Catherine C. Kesler


James D. "Jim" Zimmerman

Invoice No	Seq	Description	Type	Inv/Chk Date	Due Date	Inv Amount	Disc Amount	Net Invoice Check Amount	GL Acct No
Grand Totals:						<u>.00</u>	<u>.00</u>	<u>.00</u>	

NORTHWEST LAKEWOOD SANITATION DISTRICT

March 26, 2008

Please **print** your name, address and phone number and the issue(s) you are interested in addressing at this meeting.

NAME	ADDRESS	TELEPHONE/EMAIL	ISSUE(S) TO BE ADDRESSED
Dean Jessop	14580 W 48 th Ave	303-279-2231	sewer line
Salvatore Jessop	" "	Jes_mayer@msv.com	"
Paul Myers	2485 URBAN ST	303 402 0827	"
Idella Lewis	11615 W. 32 nd Ave.	303-233-3393 Idella-Lewis@PSK12.org 303-233-3393	PSK12.org
MF.			



Northwest Lakewood Sanitation District Monthly Report

April 2008

Plant Activities:

- March 17th** Completed locates, and entered UNCC data into data base.
- March 18th** Completed locates, and entered UNCC data into data base. Received a call from Consolidated Mutual Water with concerns about a hydrant in use at 29th and Isabel. It was determined that REC was not using this hydrant, and that the address is not in the District. Spoke with Chris, at Consolidated Mutual Water, about discharge of Glycerin into the NWLSD system and Metro Sewage. Forwarded information to Wayne at REC. Britton Evans, with Martin and Martin, sent a response letter. (See attached) Received a call from Kendra, with concerns about 3300 South Locus. It was determined that this address is not in the District. Received a site visit from Wheat Ridge open space personnel regarding the dirt being hauled from the testing site at the plant. Bert explained that the soils testing would be ending soon, and we would let them know when to secure area again.
- March 19th** Completed locates, and entered UNCC data into data base. Received a call from Ramsetter concerning a lateral repair at 2360 Braun Dr. Picked up packet and postings from SDM. Jetted lines for a total of 1,105 feet and root cut for a total of 1,305 feet in section 6.
- March 20th** Completed locates, and entered UNCC data into data base. Jet and root cut in section 6 for a total of 2,254 feet.
- March 21st** Completed locates, and entered UNCC data into data base. Spoke with a homeowner at 2275 Quail Dr. concerning the sewer lateral and storm drains. Brought a map to the homeowner. Jetted in section 4 for a total of 311 feet. Root Cut for a total of 1,936 feet. Turned off the water meter at the plant for the weekend.
- March 24th** Completed locates, and entered UNCC data into data base. Root cut in section 1, 3, and 4 for a total of 2,939 feet.
Bert—Received a page after hours for sewer back up at 12361 W. 16th Drive. The plumber on-site, said he was not able to clear the line. Since the main is in an easement, Bert took jet truck on-site and root cut line. No obstructions were found. Informed both the plumber, and homeowner of the findings. Turned on the water meter at the plant.

- March 25th** Completed locates, and entered UNCC data into data base. Root cut in section 7 for a total of 1,836 feet. Videoed lines in section 7 for a total 741 feet.
- March 26th** Completed locates, and entered UNCC data into data base. Received a call from Pipeline Industries to set up an inspection at 12361 W. 16th Dr. It was determined that the lateral had collapsed. Performed inspection on the repair at 12361 W. 16th Dr. Received a call from Josh at CSI, regarding a homeowner concerned about soil tests. Bert called home owner and it was determined that the concerns would be taken care with a locate, which was completed on 3/27/09. Jetted in sections 1 & 2 for 560 feet, and Root Cut for a total of 2,063 feet. SDM called regarding a homeowner that had a back – up on Sunday March 23rd, 2008. The address is located on the easement of the Robb/ Routt extension. Referred the homeowner to Martin and Martin for further information and instruction.
- March 27th** Completed locates, and entered UNCC data into data base. Met with Britton Evans, at Martin & Martin, about the Routt/Robb extension. Install the District Monitor Meter back in manhole G-20 for Moffat Treatment Plant for Denver Water.
- March 28th** Completed locates, and entered UNCC data into data base. Turned off the water meter at the plant for the weekend.
- March 29th** Completed locates, and entered UNCC data into data base. Received a call from Britton Evans, of Martin and Martin, to discuss the Routt/Robb extension repairs and the new electric installation at 20th and Miller. Performed one half of a sewer service located at 3190 Youngfield St. Called in load count to Consolidated Mutual Water.
- April 1st** Completed locates, and entered UNCC data into data base. Received a call from Greg, at Consolidated Water, regarding a manhole on Youngfield St. & Lena Gulch. The manhole was dug through while installing a 24 inch water main in 2006. Met with Greg on site, to discuss this further. The information was sent to Martin and Martin and there will be follow – up at the next Board Meeting. Received a call from a contractor to set up an inspection for a new sewer tap at 9750 W. 25th Ave. Performed second half of tap inspection at 3190 Youngfield St.
- April 2nd** Completed locates, and entered UNCC data into data base.
- April 3rd** Completed locates, and entered UNCC data into data base. Received a call from Patrick, of Martin and Martin, requesting a video of the Routt/Robb extension corrections. Videoed Routt/Robb, printed out a report, prepared a D.V.D, and took to Martin and Martin. Root cut in section 10 for a total of 780 feet. Performed tap inspection replacement 2245 Miller St. Received a call from Kendra, with SDM/CSI, regarding 2365 Willow Lane. Checked manholes in easement, and found no problems with the main. Informed the homeowner.
- April 4th** Completed locates, and entered UNCC data into data base. Received a call from Patrick, with Martin and Martin, requesting a video of repair's done by C&L Backhoe in 2007. Performed sewer tap inspection at 9750 W. 25th Ave. Turned off the water meter at the Plant for the weekend.
- April 5th** Bert—Received a page for UNCC Locate for cut phone line at 2295 Quail Drive.

- April 7th** Completed locates, and entered UNCC data into data base. Videoed in section 19 for a total of 32 feet. Turned on the water meter at the Plant.
- April 8th** Completed locates, and entered UNCC data into data base.
- April 9th** Completed locates, and entered UNCC data into data base.
- April 10th** Completed locates, and entered UNCC data into the data base. John—Wayne and John met with the property manager at Gold's Market Complex about sizing and installation of the proper grease traps for the businesses within the complex.
- April 11th** Completed locates, and entered UNCC data into the data base. Received a call from Kendra, at SDM/CSI, for a possible sewer backup at 11906 W.32nd PI. Went to the site and checked mains, no problems found. Finalized monthly report, and billing for NWLSD. Turned off the water meter at the Plant for the weekend.

Collection System Televising			
Date	Section(s)	No. of Lines	Total Footage
3-25-08	7	3	741
4-3-08	12	1	325
4-7-08	19	1	32

Address	UNCC Time per Locate	Date
3415 Alkire Way	2	3/13/08
Miller St & W.20 th Ave	1	3/13/08
10961 W.30 th PI	2	3/13/08
11755 W.20 th Ave	2	3/13/08
22 Skyline Dr	2	3/13/08
W.27 th Ave & Youngfield	3	3/13/08
3415 Alkire Way	1	3/14/08
3415 Alkire Way	1	3/14/08
2827 Pierson Way	2	3/14/08
3046 Robb Circle	2	3/17/08
11301 W. 27 th PI	2	3/17/08
11253 W.29 th Ave	2	3/17/08
11382 W.28 th Ave	2	3/17/08
1865 Union Dr	2	3/17/08
W.27 th Ave & Youngfield	3	3/17/08
12900 W.10 th Ave	2	3/18/08
Highway 58 and I-70	1	3/18/08
W.11 th PI & Xenon St	2	3/18/08
3415 Alkire Way	3	3/18/08
11541 W.29 th PI	2	3/19/08
1800 Zang St	2	3/19/08
22 Skyline St	2	3/19/08
3085 Alkire St	3	3/19/08
1225 Meadowsweet Rd	2	3/20/08
W. Colfax Ave & Normandy St	1	3/21/08
W. Colfax Ave	1	3/21/08

W.27 th Ave & Youngfield St	2	3/21/08
13601 Braun Dr	2	3/21/08
W. Colfax & Normandy Dr	3	3/21/08
3085 Alkire St	2	3/24/08
2548 Alkire St	2	3/24/08
12345 W. Colfax	2	3/24/08
12180 W.18 th Dr	2	3/24/08
12599 W.27 th Ave	2	3/25/08
13455 W.21 st Pl	2	3/25/08
2460 Urban St	2	3/25/08
1995 Tabor St	2	3/25/08
2690 Oak St	2	3/25/08
1753 Swadley St	1	3/26/08
1755 Swadley St	1	3/26/08
1763 Swadley St	1	3/26/08
1765 Swadley St	1	3/26/08
11710 W.18 th Ave	1	3/26/08
11770 W.18 th Ave	1	3/26/08
11772 W.18 th Ave	1	3/26/08
11800 W.18 th Ave	1	3/26/08
11802 W.18 th Ave	1	3/26/08
11802 W.18 th Ave	1	3/26/08
11850 W.18 th Ave	1	3/26/08
11852 W.18 th Ave	1	3/26/08
12361 W.16 th Dr	2	3/26/08
1740 Swadley St	2	3/26/08
W.20 th Ave & I-70	2	3/26/08
W.Colfax Ave & Youngfield St	2	3/26/08
2115 Urban St	2	3/26/08
2455 Iris St	3	3/27/08
2575 Parfet St	2	3/27/08
2245 Miller St	2	3/28/08
1910 Alkire St	2	3/28/08
13601 Braun Dr	2	3/28/08
2651 Tabor St	2	3/31/08
W.20 th Ave & Youngfield	3	3/31/08
W.26 th Ave & Youngfield	3	3/31/08
W.27 th Ave & Youngfield	3	3/31/08
W.32 nd & Simms St	3	3/31/08
1935 Alkire St	2	3/31/08
1965 Zang St	2	3/31/08
2295 Quail St	2	3/31/08
2290 Kipling St	2	3/31/08
12 Hillside Dr	2	3/31/08
9750 W.25 th St	2	4/1/08
W.25 th Ave & Iris St	2	4/1/08
11869 W.36 th Pl	2	4/1/08
W.20 th Ave & Simms St	2	4/1/08
2770 Youngfield St	2	4/1/08
11630 W.28 th St	2	4/2/08
9750 W.25 th Ave	2	4/2/08
2041 Braun Dr	2	4/2/08
W. Colfax&Youngfield	2	4/2/08
10209 W.25 th Ave	2	4/3/08
10201 W.25 th Ave	2	4/3/08
2060 Robb St	2	4/3/08
3190 Youngfield St	2	4/3/08
2770 Youngfield St	2	4/3/08
2968 Vivian St	3	4/3/08

12172 W.30 th PI	3	4/3/08
10200 W.20 th Ave	1	4/4/08
12600 Willow Ln	2	4/4/08
W.27 th Ave & Youngfield	2	4/4/08
11027 W.31 st Ave	2	4/7/08
13997 W. 22 nd Ave	2	4/7/08
12165 Applewood Knolls Dr	2	4/7/08
3229 Zinnia Ct	2	4/7/08
W.20 th Ave & Youngfield St	3	4/7/08
1995 Youngfield St	2	4/7/08
2540 Eldridge St	2	4/8/08
3117 Owens Ct	2	4/8/08
9750 W.25 th PI	2	4/9/08
13180 W.15 th St	2	4/9/08
2517 Vivian St	2	4/9/08
2550 Parfet St	2	4/9/08
10950 W.26 th Ave	2	4/9/08
2615 Oak St	2	4/9/08
2460 Urban St	2	4/9/08
12432 W.16 th Dr	2	4/9/08