

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTHWEST LAKEWOOD SANITATION DISTRICT
AND THE BOARD OF DIRECTORS OF THE
WASTEWATER UTILITY ENTERPRISE
HELD
February 24, 2010

A 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 convened on Wednesday, the 24th day of February, 2010, at 4:00 P.M., at the offices of the District, 141 Union Boulevard, Suite 150, Lakewood, Colorado 80228. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Anthony M. Dursey, President
Catherine "CiCi" Kesler
James D. "Jim" Zimmerman
Gregory A. "Greg" Fabisiak
Robert J. "Bob" Burm

Also In Attendance Were:

Lisa A. Johnson; Special District Management Services, Inc.

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

Wayne Ramey; Ramey Environmental Compliance

Bill Willis; Martin/Martin Consulting Engineers

Matthew G. Casey; Resident, 40 Hillside Dr., Wheat Ridge, CO 80215

ADMINISTRATIVE MATTERS

Minutes: The Board reviewed the minutes of the January 27, 2010 regular meeting. Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Fabisiak and, upon vote, unanimously carried, the minutes of the January 27, 2010 regular meeting were approved.

2010 Facilities Renovation Fee Billing: Ms. Johnson reported to the Board that the invoices were mailed to the

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residents and included the February 2010 newsletter as requested.

Mr. Casey addressed the Board regarding the facilities renovation fee and he is concerned about the April 1, 2010 due date. Mr. Casey requested an extension of time to pay the fee until June 15, 2010.

Mr. Casey asked the Board to consider billing the fee in December of every year with the due date being prior to April 1st of each year.

Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Kesler and, upon vote, unanimously carried, the Board authorized staff to waive the late fee on account #146001, if paid by June 30, 2010, and instructed Ms. Johnson to compose and send a letter to Mr. Casey explaining the Board's action.

Status of May 2010 Election: Ms. Johnson reported to the Board that four Self-Nomination and Acceptance Forms have been received to date.

District Website: Director Burm suggested that the Board members submit a brief summary of their experience to be added to the website. The Board agreed and will provide Ms. Johnson with summaries on their experience and she will revise the website accordingly.

FINANCIAL MATTERS

Claims: The Board considered approval of the payment of claims through the period ending February 24, 2010, as follows:

General Fund	\$ 6,947.86
Enterprise Fund	247,449.71
Total	<u>\$ 255,300.12</u>

Following discussion, upon motion duly made by Director Kesler, seconded by Director Burm and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending February 24, 2010.

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

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January 31, 2010 and the schedule of cash position as of February 24, 2010.

Following discussion, upon motion duly made by Director Kesler, seconded by Director Burm and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending January 31, 2010 and the schedule of cash position as of February 24, 2010.

Investments: The Board directed staff to work with Director Kesler regarding renewal of maturing certificates of deposit.

LEGAL MATTERS

Settlement Agreement with Denver Water regarding rates, tap fees and participation charges: Attorney Flynn reported that he has negotiated the last few items with Denver Water and he feels the contract is very close to being finalized.

Webster v. Polinsky: Attorney Flynn reported that the case is still pending.

Grease Trap Inspections at Abrusci's Restaurant: Attorney Flynn noted to the Board that he would like to meet with Mr. Ramey and Mr. Willis so that he may better understand the issue before moving forward with grease trap inspection enforcement at Abrusci's Restaurant.

Sewer Service Agreement: Attorney Flynn reported he is finalizing the Agreement between the District and College Park Water and Sanitation District.

The Board directed Mr. Willis to prepare a study on the actual line capacity in the Northwest Interceptor to determine how much capacity is allowed to both the District and College Park Water and Sanitation District.

OPERATIONS MATTERS

Operations Monthly Report: Mr. Ramey presented the January 2010 monthly report. A copy of the report is attached hereto and incorporated herein by this reference.

Manhole covers and rings. Mr. Ramey reported to the Board the need to purchase and replace three manhole covers and rings.

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Following discussion, upon motion duly made by Director Kesler, seconded by Director Fabisiak and, upon vote, unanimously carried, the Board authorized the purchase of three manhole covers and rings and directed Mr. Ramey to solicit costs from three vendors prior to purchasing.

Sewer back-up on 23rd and Kipling. The District experienced a back-up in the main line due to a root ball. Staff responded to the back-up and cleared the main line. The owner of Body Logics experienced a back-up in their salon and has asked the District for reimbursement of plumber's cost to service their line. The invoice is \$125.

Following review and discussion, upon motion duly made by Director Zimmerman, seconded by Director Burm and, upon vote, unanimously carried, the Board approved reimbursement of \$125 to Body Logics and directed Ms. Johnson to draft a letter to be reviewed by Mr. Flynn prior to transmitting to Body Logics.

Engineer's Report: 2010 Sewer Improvements Project. Mr. Willis reported to the Board seven contractors bid the project. T. Lowell Construction was low bid at \$297,000.

Following review and discussion, upon motion duly made by Director Kesler, seconded by Director Burm and, upon vote, unanimously carried, the Board awarded a contract to T. Lowell Construction for an amount not to exceed \$297,000 and awarded a contract for geo-technical services to A. G. Wassanaar for an amount not to exceed \$10,000. The contract will be on a form of agreement approved by the District's legal counsel.

Demolition and structure removal of wastewater treatment plant. Mr. Willis reported to the Board that he has solicited a bid from Superior Contractors for demolition of wastewater treatment plant of \$84,928. The bid constitutes a full public bid due to the amount.

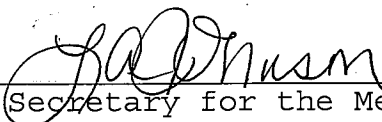
Following discussion, upon motion duly made by Director Zimmerman, seconded by Director Kesler and, upon vote, unanimously carried, the Board directed staff to prepare the plans required and submit to the City of Wheat Ridge for review.

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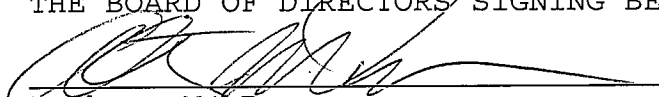
ADJOURNMENT

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.

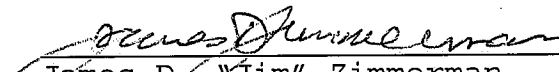
Respectfully submitted,

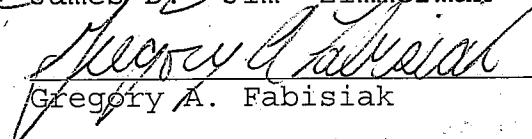
By 
Secretary for the Meeting

THESE MINUTES APPROVED AS THE OFFICIAL FEBRUARY 24, 2010 MINUTES OF THE NORTHWEST LAKEWOOD SANITATION DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:


Anthony M. Dursey

Catherine C. Kesler


James D. "Jim" Zimmerman


Gregory A. Fabisiak

Robert J. Burm



Northwest Lakewood Sanitation District Monthly Report January 2010

Mon 1/4 - No District activity.

Tue 1/5 - Processed 2 locates.

Wed 1/6 - Processed 2 locates. Performed a tap inspection from a sewer repair at 2635 Taft Ct.

Thu 1/7 - Processed 3 locates.

Fri 1/8 - Processed 3 locates.

Mon 1/11 - Processed 1 locate. Performed a tap inspection from a lateral replacement at 11640 W. 29th Pl. Performed 9 grease trap inspections:

Good Times	3230 Youngfield St.	Pass
Denny's	3200 Youngfield St.	Pass
Conoco	12851 W. 32 nd Ave.	Pass
Old Chicago	3250 Youngfield St.	Pass
Noodles & Co.	3294 Youngfield St.	Pass
Chipotle	3294 Youngfield St.	Pass
King Soopers Trap #1	3400 Youngfield St.	Pass
King Soopers Trap #2	3400 Youngfield St.	Pass
La Fonda de Acebo	3490 Youngfield St.	Pass

Tue 1/12 - Processed 1 locate. Performed 9 grease trap inspections:

Lakewood Rentals	2505 Kipling St.	Pass
Glenn's Garage	2500 Kipling St.	Pass
Lube & Latte	2595 Kipling St.	Pass
Sundance Auto	10110 W. 26 th Ave.	Pass
Morning Star	2800 Youngfield St.	Pass
Purple Ginger	2610 Youngfield St.	Pass
McDonald's	2881 Youngfield St.	Pass
Taco Bell	3050 Youngfield St.	Pass
Abrusci's	3244 Youngfield St.	Fail. Re-insp. 1/22/10

Wed 1/13 - Processed 7 locates.

Thu 1/14 - Processed 1 locate.

Fri 1/15 - Processed 3 locates.

Mon 1/18 - Processed 2 locates.

Tue 1/19 - Processed 1 locate.

Wed 1/20- Processed 1 locate.

Thu 1/21 - Processed 2 locates. Performed sewer tap replace inspection at 11052 West 27th Place.

Fri 1/22 - Processed 3 locates. Performed sewer tap replace inspection at 12760 West 15th Place.

Mon 1/25- Processed 2 locates.

Tue 1/26 - Processed 1 locate.

Wed 1/27 - Processed 2 locates.

Thu 1/28 - Processed 3 locates.

Fri 1/29 - No District activity.

Sat 1/30 - Received call from ADT - alarm at office (4101 Miller). While at the office, received emergency locate for 2300 Youngfield St. for water line repair.

	Projected ft. - 2010	YTD actual ft. - 2010	Current 2010 ft.	%YTD - 2010
Cleaning & Hot Spots	100,000	0	0	0.00%
14" less				
15" more				
Root Cutting	55,000	0	0	0.00%
14" less				
15" more				
Televising	10,000	0	0	0.00%
Total	165,000	0	0	0.00%

Kipling St. & W. 4 th Ave.	1	1/5/10
10215 W. 25 th Ave.	1	1/5/10
15301 Denver West Blvd.	1	1/6/10
13772 Denver West Pkwy	1	1/6/10
Denver West Pkwy. & Denver West Cir.	1	1/7/10
13772 Denver West Pkwy.	1	1/7/10
2635 Taft Ct.	2	1/7/10
3270 Nelson St.	1	1/8/10
11640 w. 29 th Pl.	2	1/8/10
2589 Ward Dr.	2	1/8/10
W. 41 st Ave. & Kipling St.	1	1/11/10
2050 Oak St.	1	1/12/10
1546 Cole Blvd.	1	1/13/10
9845 W. 38 th Ave.	1	1/13/10
W. 38 th Ave. & Kipling St.	1	1/13/10
2298 Kipling St.	2	1/13/10
2290 Kipling St.	2	1/13/10
10868 W. 31 st Ave.	2	1/13/10
12426 W. 16 th Pl.	2	1/13/10
13772 Denver West Pkwy	1	1/14/10
2163 Beech Ct.	2	1/15/10
3255 Alkire Way	2	1/15/10
11715 W. 30 th Pl.	2	1/15/10
12380 W. 19 th Pl.	1	1/18/10
W. 38 th Ave. & Kipling St.	1	1/18/10
1370 Hawthorne Rd.	3	1/19/10
11052 w. 27 th Pl.	2	1/20/10
10872 W. 28 th Pl.	2	1/21/10
12134 Applewood Knolls Dr.	2	1/21/10
15301 Denver West Pkwy.	1	1/22/10
31 Morningside Dr.	2	1/22/10
12760 W. 15 th Pl.	3	1/22/10
10906 W. 31 st Pl.	2	1/25/10
3043 O'Hayre Ct.	2	1/25/10
10875 W. 39 th Ave.	1	1/26/10
13538 W. 25 th Pl.	2	1/27/10
42 Morningside Dr.	2	1/27/10
10561 W. 38 th Ave.	1	1/28/10
15301 Denver West Blvd.	1	1/28/10
2540 Kipling St.	2	1/28/10

