

**EAST LAKEWOOD SANITATION DISTRICT
MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS**

A regular meeting of the Board of Directors of the East Lakewood Sanitation District was held at 7 pm on Wednesday, September 20, 2023, in person and via virtual link. The meeting was open to the public.

Attendance: Directors:
Paul Thiele, President
Carol Thiele, Secretary
Jeff Wright, Assistant Secretary/Treasurer
Ernest Denys, Treasurer

Absent: Zachery Brubaker, Assistant Secretary/Treasurer, whose absence was excused.

Other attendees:
Wade Wheatlake, Merrick & Co, District Engineer
Debbie Crisp, ELSD MWR representative
Sarah Shepherd, Circuit Rider of Colorado, District Management
Peter Kline, Circuit Rider of Colorado, District Management

Call to Order/Agenda/Declaration: Director Paul Thiele called the meeting to order at 7:07pm and declared a quorum. The Agenda was approved by acclamation, acknowledging that items may be taken out of order.

Administrative Matters: Public comment
There were no public comments.

Review and consider approval of minutes from the August 16, 2023, meeting.

Following review, upon a motion duly made by Director Paul Thiele, seconded by Director Jeff Wright and, upon vote, carried 4-0, the Board approved the Minutes from the August 16, 2023, meeting, as presented.

Metro Water Recovery Update: Deb Crisp provided an update on the Metro Water Recovery report, a copy of which is included in the Board packet. A brief discussion followed.

Engineer's Report: Wade Wheatlake provided status update on the 10th & Sheridan project. Resubmittal plans were submitted today (September 20, 2023).

Discussion followed. No update new on the Harlan St. project was provided at this time.

Discussion followed regarding a property including and upgrade of

sewer line into the District. When the resident is ready, the District will consider alternatives for the connection process, if required.

Legal Matters:

Public hearing for the 2023 fee structure

A motion was presented by Director P. Thiele to open a public hearing regarding the Amended 2023 Rate Schedule. Seconded by Director Wright. The motion was approved 4-0.

Discussion followed regarding the amendment to the rate schedule, specifically the addition of a mixed-use rate. No public was present.

Director Paul Thiele presented a motion to close the public hearing. The motion was seconded by Director C. Thiele. The motion was approved 4-0.

Director C. Thiele presented a motion to approve the Amended 2023 Rate Schedule, as presented. Seconded by Director Denys. The motion was approved 4-0. Amended rate schedule to be posted to the website.

Financial Matters:

Financial Report

Peter Kline presented the financial package for the period ending August 30, 2023. No exceptions or unusual events were noted. Discussion followed.

The Claims for September 2023 were presented and reviewed. Discussion followed. Director C. Thiele made a motion to approve the Claims List, as presented, and was seconded by Director Wright. The motion passed 4-0.

The Claims for August 2023 was presented and reviewed. Discussion followed. Director P. Thiele made a motion to approve the September Claims List, as presented. Motion was seconded by Director Denys. The motion passed 4-0.

Manager Matters:

Ms. Shepherd addressed possible scheduling conflicts with upcoming scheduled meetings. Discussion followed. It was determined that the October 18th meeting will be held as scheduled. The November 15th meeting will be changed to November 20th, and will be held virtually starting at 6pm. An additional meeting will be added for October 25 via virtual meeting for the hearing to certify accounts to Jefferson County.

Additional Board Member Items:

Directors Paul and Carol Thiele provided an update on their attendance at the SDA conference. Discussion followed. The Board would like Ms.

Shepherd to contact Tom George to discuss a process regarding formalizing board policies and procedures.

Adjournment: The Board approved by acclamation to adjourn the meeting at 8:21pm. The next Board meeting is a Regular Meeting and is scheduled for Wednesday, October 18, 2023.



Secretary for meeting