

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

A special meeting of the Board of Directors of the East Lakewood Sanitation District was held at 7 pm on Wednesday, September 21, 2022, at the meeting room of the Lakewood Cultural Center, 470 S. Allison Parkway, Lakewood, CO 80226, and via Zoom. The meeting was open to the public.

Attendance:

Directors:

Paul Thiele, President
Carol Thiele, Secretary
Ernest Denys, Treasurer
Jeff Wright, Assistant Secretary/Treasurer
Zachery Brubaker, Assistant Secretary/Treasurer

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 7:05pm and declared a quorum. The Agenda was approved by acclamation acknowledging that items may be taken out of order.

**Administrative
Matters:**

Public comment

Members of the public may express their views to the Board on matters that affect the District that are not on the agenda. Comments will be limited to three (3) minutes per person.

There were no public comments.

Review and consider approval of minutes from the August 17, 2022 meeting.

Following review, upon a motion duly made by Director C. Thiele, seconded by Director P. Thiele and, upon vote, unanimously carried, the Board approved the Minutes from the August 17th special meeting, as presented.

**Metro Water
Recovery Update:**

Debbie Crisp provided an update on the Metro Water Recovery report, a copy of which is included in the Board packet. A brief update was presented regarding the how the MWR committees operate and vote.

Engineer's Report:

Wade Wheatlake provided an update. Mr. Wheatlake confirmed that C&L has completed the work for CIPP lining work on Gray St. by the end of August 2022. The invoice has been presented but has not been approved by Mr. Wheatlake. He is waiting on supporting video documentation of the completion of the work.

Mr. Wheatlake also update the board on several district projects. These include the 955 Gray St project, a sewer line inspection at 857 Fenton, 5655 8th owners' request for an additional tap, and repair work at 980 Fenton. Mr Wheatlake will inspect the 980 Fenton work when complete. Finally, Mr Wheatlake also update the Board on conversations with City of Lakewood regarding District boundaries and the inclusion of the 10th & Sheridan property into the District.

Financial Matters: Financial Report, Banking Transition

Peter Kline presented the financial report packet for the period ending August 31, 2022. Discussion followed regarding the financial statements, collections, and the acceptance of the online bill payment system. The District continues to see residents use the online payment system. Progress is being made on brining past due accounts current. Mr. Kline will provide a list at the next meeting containing the accounts that will be recommended for certification. Director C. Thiele had a question regarding the Ten Sheridan LLC Imprest Account status on the statement. Mr. Kline acknowledged an error that will be corrected on the statement, but assured the Board the \$10,000 deposit had been made and expenses were being applied against this account. No other concerns were presented. Statements were accepted as noted by the Board by acclamation.

Discussion followed regarding approval of the September Claims Report. Discussion followed on several accounts at the boundary of the District. Mr. Wheatlake confirmed that these were for the benefit of the District. Upon a motion by Director C. Thiele, with a second by Director Wright, the board voted 5-0 to approve the claims payable, as presented. Directors Wright and Denys will approve and confirm payment through Bill.com.

Manager Matters:

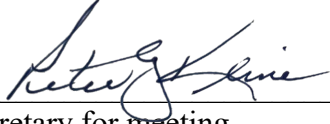
Sarah Shepherd provided a short summary on the new Late Fees Resolution. The Certification for Delinquent Account Resolution will be presented to the Board for approval at the October meeting. Ms. Shepherd also presented information regarding the planning and budgetary process for 2023.

Additional Board Member Items:

Director Paul Thiele provided an update of the Special District Association (SDA) conference. He indicated that it was very informative and provided useful information for a District like East Lakewood.

Adjournment:

The Board approved by acclamation to adjourn the meeting at 8:15pm. The next Board meeting is a Special Meeting and is scheduled for Wednesday, October 19th, 2022, at 7p.m. the Lakewood Cultural Center, 470 S. Allison Parkway, Lakewood, CO 80226 and via virtual meeting link.



Secretary for meeting