

**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, January 18, 2023, via virtual link because of a large snowstorm. The meeting was open to the public.

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

Absent:  
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 November 18, 2022 meeting**

Following review, upon a motion duly made by Director P. Thiele, seconded by Director C. Thiele and, upon vote, unanimously carried, the Board approved the Minutes from the November 18, 2022, 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 discussion followed.

**Engineer's Report:**            Wade Wheatlake provided an update. Mr. Wheatlake indicated that it was a quiet month within the District. There are no ongoing construction

projects within the District. Discussion followed on several accounts at the boundary of the District.

**Legal Matters:** **Budget filing and Self-nomination forms and process**

Sarah Shepherd provided an update on the budget filing status. Discussion followed regarding the need for an election and the self-nomination process.

**Financial Matters:** **Financial Report, Banking Transition**

Peter Kline indicated that the year financial statements were not yet complete and would be forwarded to the board shortly. Mr. Kline also update the Board on the status of the January invoicing of sewer fees. The process is behind schedule due to a delay in receiving consumption numbers from Consolidated Mutual Water. CMW has undergone a software conversion and there have been difficulties getting numbers. Mr. Kline anticipates the invoices going out in the mail by February 1<sup>st</sup>. Discussion followed.

The Claims list for December 2022 was reviewed. Director C. Thiele presented a motion to ratify the Claims. Seconded by Director P. Thiele and passed 4-0. The Claims for January 2023 was presented and reviewed. Director Wright made a motion to approve, and Director Denys seconded. The motion was approved 4-0.

The 2023 Proposed Fees and Rates were presented for approval. Discussion followed. No further changes were proposed to the rate or fees. The 2023 Rates and Fees were approved 4-0.

**Manager Matters:** New Website Presentation – this was delayed until a later date. The board will be alerted once the new website is live.

**Additional Board**

**Member Items:** None presented.

**Adjournment:** The Board approved by acclamation to adjourn the meeting at 7:35pm. The next Board meeting is a Regular Meeting and is scheduled for Wednesday, March 15th, 2022.