

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE APPLEWOOD SANITATION DISTRICT

Held: Wednesday, December 13, 2023 at 6:00 p.m. at 4885 Ward Road, Suite 100, Wheat Ridge, Colorado, 80033 and remotely via Zoom.

Attendance The regular meeting of the Board of Directors of the Applewood Sanitation District was called and held as shown above and in accordance with the statutes of the State of Colorado. The following Directors were in attendance:

Garrett “Cody” Berg, Treasurer
Kevin Schmidt, Secretary
Barbara Panian, Assistant Secretary

Also present: James Landry, Engineer, RG & Associates, LLC; Joan Fritsche, Esq. and Mandi Kirk, Fritsche Law LLC; and Michael Bakarich, CPA, Morain Bakarich*.

* Arrived where noted.

Upon a Motion duly made by Director Panian, seconded by Director Schmidt, and unanimously carried, the absence of President Briana Gerou was excused.

Call to Order Director Berg noted that a quorum of the Board was present, verified that notice of the meeting was posted on the District’s website and that the Directors had confirmed their qualification to serve, and therefore called the meeting of the Board of Directors of the Applewood Sanitation District to order.

Public Comment None.

Meeting Minutes The Minutes of the regular meeting of the Board of Directors held on Wednesday, November 8, 2023 were reviewed by the Board. Upon a Motion duly made by Director Schmidt, seconded by Director Panian, and unanimously carried, the Minutes of the meeting were approved.

Attorney’s Report: Ms. Fritsche noted she had nothing in addition to the items on the agenda.
Joan M. Fritsche, Esq.

Engineer’s Report: Mr. Landry reviewed the Engineer’s Report and discussed the status of District operations, including jetting of two zones. Mr. Landry noted he is projecting 811 locates for 2023, which is the highest
James Landry, P.E.

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amount in recent years with the average over the last eight years being 513. Mr. Landry also reviewed the Flow and Loading Reports from Metro for the months of July and August.

Capital Projects

Mr. Landry reviewed Pay Application #4 from Diamond Contractors Corporation. Upon a Motion duly made by Director Schmidt, seconded by Director Panian, and unanimously carried, the Board approved Pay Application #4 in the amount of \$325,091.99.

Mr. Landry and Ms. Fritsche discussed the timing for completion of the project and publication of the Notice of Final Payment.

2024 Fee Schedule

The Board reviewed the approved 2024 Fees and Charges Schedule and discussed the methodology for determining Non-Residential Annual Sewer Service Fees.

District Website

The Board discussed the status and requirements for the new District website, including ADA compliance.

District Representative to Metro Water Recovery Board

Upon a Motion duly made by Director Panin, seconded by Director Schmidt, and unanimously carried, the Board approved the appointment of Director Cody Berg as the District's representative to the Metro Water Recovery Board, beginning January 1, 2024.

*Mr. Bakarich joined the meeting at this time.

Financial Report: Michael Bakarich, CPA

Mr. Bakarich and the Board reviewed the District's Financial Reports for the month of November, 2023. Upon a Motion duly made by Director Schmidt, seconded by Director Panian, and unanimously carried, the Board accepted the Financial Reports, as presented, and approved the Payment of Claims in the amount of \$436,937.82.

Additional discussion followed regarding the Financial Reports and check register.

Executive Session

None.

Adjourn

There being no further business to come before the Board, upon motion made by Director Panian, seconded by Director Schmidt, and unanimously carried, the meeting was adjourned at 7:30 PM.



Board Secretary