

MINUTES OF THE REGULAR MEETING OF
SPRING CANYON WATER AND SANITATION DISTRICT
HELD
October 25, 2023

The Regular Meeting of the Board of Directors of Spring Canyon Water and Sanitation District was held via teleconference on Wednesday, October 25, 2023, at 6:00 p.m.

ATTENDANCE

Directors in Attendance

Tim Schmitt, President
Rick Emery, Vice President
JJ Gerard, Treasurer
Tim Mather, Director
Chris Goemans, Director

Also, In Attendance

Chris Olson, Darla Howard, Tayler Pelletier SCWSD
Justin Beckner, CivilWorx
Others:

**ADMINISTRATIVE
MATTERS**

Call to Order -The Regular Meeting of the Board of Directors of Spring Canyon Water & Sanitation District was called to order by Chairman Schmitt 6:00 p.m. He noted that a quorum was present. All Directors also confirmed their qualifications to serve on the Board, and that prior to the meeting they had been notified of the meeting.

Agenda - Upon motion duly made by Director Emery, seconded by Director Goemans, it was unanimously

RESOLVED to approve the October 25, 2023 agenda as presented.

Approval of Minutes -The Directors reviewed the minutes of the September 27, 2023 Regular Meeting. Upon motion duly made by Director Gerard, and seconded by Director Mather, it was unanimously

RESOLVED to approve the Minutes of the September 27, 2023 Regular Meeting.

Public Comments – There were no public comments.

**FINANCIAL
MATTERS**

Disbursements – The Directors reviewed the September 2023 Disbursements identified by checks #3795 through #3833 totaling \$91,931.64. Upon motion duly made by Director Gerard, and seconded by Director Emery, it was unanimously

RESOLVED to ratify the September 2023 Disbursements totaling \$91,931.64

Fiscal Year 2024 Draft Budget – The Fiscal Year 2024 Draft Budget was presented to the full board on October 13, 2023 as required by state statute. Manager Olson presented the first draft budget for perusal, comments, and questions. The next iteration will include refined administrative, operations, and capital expenses at the regular meeting on November 15, 2023 prior to the Rate Hearing on November 29, 2023. Director Mather will present his research on area tap fees.

**OPERATIONS
AND
MAINTENANCE
MATTERS**

Engineer's Report -. The Directors reviewed the Engineer's Report provided by Justin Beckner. After discussion and review, and upon motion duly made by Director Gerard, seconded by Director Goemans, it was unanimously

RESOLVED to approve CivilWorx Task Order 2023-02 and CivilWorx Task Order 2023-03.

Mr. Beckner will present Task Order 2023-04 for the Sandstone Tank Replacement project design at the next regular meeting.

Operations Report – The Directors reviewed the Operations Report prepared by Tayler Pelletier.

**MANAGEMENT
MATTERS**

Manager Olson reviewed his report with the Directors. After discussion, the Directors stated they will continue consideration of follow through with the BIL funding application process at the next regular meeting.

NEXT MEETING

The next Regular Board Meeting is scheduled for Wednesday, November 15, 2023.

ADJOURNMENT

Upon motion duly made by Director Gerard, seconded by Director Goemans and it was unanimously

RESOLVED to adjourn the meeting at 9:16 p.m.

Respectfully submitted,

Darla Howard

Darla Howard, Secretary for the Meeting