

MINUTES OF THE REGULAR MEETING OF
SPRING CANYON WATER AND SANITATION DISTRICT
HELD
September 27, 2023

The Regular Meeting of the Board of Directors of Spring Canyon Water and Sanitation District was held via teleconference on Wednesday, August 23, 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, 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 Gerard, and seconded by Director Emery, it was unanimously

RESOLVED to approve the September 27, 2023 agenda as presented.

Approval of Minutes -The Directors reviewed the minutes of the August 23, 2023 Regular Meeting. Upon motion duly made by Director Emery. and seconded by Director Gerard, it was unanimously

RESOLVED to approve the Minutes of the August 23, 2023 Regular Meeting.

Public Comments – There were no public comments.

**FINANCIAL
MATTERS**

Disbursements – The Directors reviewed the August 2023 Disbursements identified by checks #3747 through #3794 totaling \$202,506.37. Upon motion duly made by Director Emery, and seconded by Director Mather, it was unanimously

RESOLVED to ratify the August 2023 Disbursements totaling \$202,506.37.

**OPERATIONS
AND
MAINTENANCE
MATTERS**

Engineer's Report -. The Directors reviewed the Engineer's Report provided by Justin Beckner. After discussion and review of exterior coating options for the older Arrowhead tank, upon motion duly made by Director Gerard, seconded by Director Goemans, it was unanimously

RESOLVED to accept the USG Water Solutions Tnemec Series 72 Coating bid in the amount of \$43,971.00.

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

**MANAGEMENT
MATTERS**

Manager Olson reviewed his report with the Directors. Mr. Olson provided the Directors with an engagement letter from Fiscal Focus Partners for FY 2023 audit. He advised the Directors that Wipfl. LLC will be issuing engagements letters in October 2023. After discussion and review and upon motion duly made by Director Gerard, seconded by Director Emery, it was unanimously

RESOLVED to approve FY 2023 Audit Engagement Letter from Fiscal Focus Partners, LLC.

Manager Olson updated the Directors on the status of the first draft FY 2024 Budget due October 15, 2023. Due to the FCLWSD's proposed Rate Hearing being held on November 21st, the District will schedule a Rate Hearing for November 29, 2023. Director Goemans presented the Directors with a brief refresher of how to determine rates to achieve cost recovery and encourage conservation. He graciously offered to provide a more detailed presentation at the next meeting. The Directors agreed to hold a budget work session at the administration office on October 11, 2023 at 2:00 p.m. to review the rate setting process in greater detail.

**EXECUTIVE
SESSION**

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

RESOLVED to convene in Executive Session, pursuant C.R.S. 24-6-402(4)(f) for discussion of personnel matters.

Chairman Schmitt reported, "It is September 27, 2023 and the time is 7:35 p.m. I am the presiding officer of the Regular Meeting of the Board of Directors of Spring Canyon Water and Sanitation District. As required by Colorado Open Meetings Laws, the Executive Session is being recorded. Present: Tim Mather, Rick Emery, James Gerard, Tim Schmitt, Chris Goemans, and Chris Olson. The Board was advised to confine all discussion to the stated purpose of the Executive Session. The Board was further advised that if at any point in the Executive Session, a participant believes that the discussion is beyond the proper scope of the Executive Session, such participant should interrupt the Executive Session and make an objection. Executive Session ended at 7:51 p.m. Present at the conclusion of the Executive Session were Tim Schmitt, Tim Mather, Rick Emery, James Gerard, Chris Goemans, and Chris Olson. The Board did not engage in substantial discussion of any matter not enumerated in C.R.S. 24-6-402(4)(f). The Board did not adopt any proposed policy, position, rule, regulation, or formal action and returned to open meeting at 7:51 p.m.

NEXT MEETING

Work Session is scheduled for October 11, 2023. The next Regular Board Meeting is scheduled for Wednesday, October 25, 2023.

ADJOURNMENT

The meeting was adjourned at 7:52 p.m.

Respectfully submitted,

Darla Howard, Secretary for the Meeting