

MINUTES OF THE REGULAR MEETING OF
SPRING CANYON WATER AND SANITATION DISTRICT
HELD
March 27, 2024

The Regular Meeting of the Board of Directors of Spring Canyon Water and Sanitation District was held via teleconference on Wednesday, March 27, 2024, at 6:00 p.m.

ATTENDANCE

Directors in Attendance

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

Also, In Attendance

Chris Olson, Darla Howard, Tayler Pelletier, SCWSD
Others: Heather Prewitt, Fiscal Focus Partners, Justin Beckner, CivilWorx

**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 6:02 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, seconded by Director Goemans, it was unanimously

RESOLVED to approve the March 27, 2024 agenda as presented.

Approval of Minutes - Upon motion duly made by Director Gerard, seconded by Director Goemans, it was unanimously

RESOLVED to approve the Minutes of the February 28, 2024 Regular Meeting.

Resolution 24-03-01 - After discussion and review, upon motion duly made by Director Gerard, seconded by Director Goemans, it was unanimously

RESOLVED to adopt Resolution 24-03-01 Designating the Official Custodian of Records as David Cobb.

Public Comments – There were no public comments.

**FINANCIAL
MATTERS**

Disbursements – The Directors reviewed the February 2024 Disbursements. Upon motion duly made by Director Emery, seconded by Director Gerard, it was unanimously

RESOLVED to ratify February 2024 Disbursements identified by check number 4009-4065 in the amount of \$98,044.21.

Fiscal Year 2023 Audit Presentation – Ms. Prewitt of Fiscal Focus Partners LLC presented the Fiscal Year 2023 Audit. Ms. Prewitt noted that the District has done a good job structuring fees to be well aligned to cover the needs of the District. She additionally noted that the Directors review of monthly disbursements is indicative of solid internal controls. Fiscal Focus Partners LLC gave the District the highest distinction of “unmodified opinion”. Upon motion by Director Goemans, seconded by Director Emery, it was unanimously

RESOLVED to accept the Fiscal Year 2023 Audit prepared by Fiscal Focus Partners LLC.

**OPERATIONS
AND
MAINTENANCE
MATTERS**

Engineer's Report – The Directors reviewed the Engineer's report prepared by Mr. Beckner. Mr. Beckner stated they are now working with the proper contact at the Bureau of Reclamation for permitting of the Sewer Over Inlet Canal project.

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

**MANAGEMENT
MATTERS**

Manager's Report – Manager Olson presented his report to the Directors. Mr. Olson discussed Ms. Howard's retirement stating that she is willing to remain as Secretary to the Board through year end at the rate of \$100.00 per meeting inclusive of written minutes. Upon motion duly made by Director Goemans, seconded by Director Gerard, it was unanimously

RESOLVED to increase the Director Fee for Secretary to \$100 per meeting through 2024 Year End.

After discussion, upon motion duly made by Director Emery, seconded by Director Goemans, it was unanimously

RESOLVED to engage Darla Howard for consulting services as needed at a rate of \$60.00 per hour.

NEXT MEETING

The next Regular Board Meeting is scheduled for Wednesday, April 24, 2024.

ADJOURNMENT

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

RESOLVED to adjourn the meeting at 7:43 p.m.

Respectfully submitted,

Darla Howard, Secretary