

MINUTES OF THE REGULAR MEETING OF  
SPRING CANYON WATER AND SANITATION DISTRICT  
HELD  
July 24, 2024

The Regular Meeting of the Board of Directors of Spring Canyon Water and Sanitation District was held via teleconference on Wednesday, July 24, 2024, at 6:00 p.m.

**ATTENDANCE**

Directors in Attendance

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

Excused Absences

Tim Mather, Director

Also, In Attendance

Chris Olson, Tayler Pelletier, David Cobb, SCWSD  
Others: Justin Beckner, CivilWorx, Jon Plybon, Larimer County, Brian Hathaway

**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 6:01 p.m. He noted that a quorum was present. All Directors 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 July 24, 2024 Agenda as presented.

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

**RESOLVED** to approve the Minutes of the June 26, 2024 Regular Meeting.

**Public Comments** – There were no public comments.

**MANAGEMENT  
MATTERS**

**Review and Consideration of Resolution 24-07-01 Equivalency Re-Appropriation 5521 W County Road 38E** – Manager Olson introduced Mr. Hathaway and provided background on the resolution, stating Larimer County Planning Service notified the District of an application for a 833 square foot accessory living area addition to be located above a detached garage at Mr. Hathaway's property at 5521 W County Road 38E. Based on Manager Olson's Reassessment he recommended assessing an equivalence charge of \$60.88 for one water base rate based on district precedent. Mr. Hathaway agreed with Manager Olson's summary. The Directors reviewed the supplementary information and

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

**RESOLVED** to approve Resolution 24-07-01 Equivalency Re-Appropriation 5521 W County Rd 38E

**Larimer County Request for Consideration of Sewer Tap Contract Edits for South Bay Boat Wash** – Manager Olson introduced Mr. Plybon of Larimer County. He provided background on the customer's request stating Mr. Plybon and the attorneys for Larimer County are requesting Sewer Tap Contract revisions. Mr. Plybon discussed their plans to build an aquatic nuisance species decontamination station and install a bathroom. Mr. Plybon presented the requested amendments and discussed the alterations with Manager Olson and the Board of Directors. Manager Olson

recommended that the County pay for the District's legal fees if the alterations are considered. The Directors and Mr. Plybon discussed including the legal fees in the sale of the sewer tap. Mr. Plybon thought that including these fees would be reasonable. Mr. Plybon, the Directors, and Manager Olson then discussed the logistics behind signing the contract. The Board considered the discussion and determined that a decision regarding the terms will not be made unless the contract is reviewed by the District's Attorneys at the County's expense and the revisions will not be accepted if they are at the disadvantage of the district.

***Request for Exception from Water/Sewer Tap Purchases and Mainline Extensions 4348 Edith Dr.***

– President Schmitt introduced a request from Eric Quade for an exemption from water and sewer tap purchases at 4348 Edith Dr. Mr. Quade was not present at the meeting. Manager Olson stated that, Mr. Quade, is a prospective buyer of the property and that Mr. Quade had previously been provided background information on the Larimer County Department of Health and Environment regulations and Spring Canyon Water and Sanitation District's Rules and Regulations governing this issue. Mr. Quade requested that the board review the matter as the requirements made his prospective project cost prohibitive. Manager Olson recommended that the Board not approve the customer request to lessen the risk to public health, continue the District's expansion, and maintain fair application of the rules and regulations to the customers. The board agreed with Manager Olson.

***Manager's Report*** – Manager Olson reviewed his report with the Directors. He fielded some questions from Director Schmitt and Director Goemans regarding the reserve fund policy that is planned for discussion at the next board meeting.

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

**RESOLVED** to ratify June 2024 Disbursements identified by check number 4176-4184, and 4190-4221 in the amount of \$60,124.51.

***Quarter 2 Financials*** – Mr. Cobb presented quarter two financials to the Board. Manager Olson pointed out that interest income was on track for the budget, but that going into the next year a quarter of the interest-bearing account would be spent impacting the income and that interest rates could change.

**FINANCIAL  
MATTERS**

**OPERATIONS AND  
MAINTENANCE  
MATTERS**

***Engineer's Report*** – The Directors reviewed the Engineers Report provided by Justin Beckner. Mr Beckner reported that they are still having issues getting everything needed from the Bureau of Reclamation, stating that the timeline for construction is likely going to be spring of next year. Mr. Beckner then reported they were proceeding with the design for the Sandstone Tanks replacing the two 10,000-gallon metal tanks with one 15,000-gallon fiber glass tank. Mr. Beckner then presented task order 2024-03 for water system relief, additional valving, and sewer bypass. The Directors discussed the task order.

After consideration and review, upon motion duly made by Director Emery, seconded by Director Gerard, it was unanimously

**RESOLVED** to approve Civil Worx Task Order No. 2024-03 Water System Relief, Additional Valving, and Sewer Bypass not to exceed \$12,500.00.

***Operations Report*** – The Directors reviewed the Operations Report prepared by Mr. Pelletier. Mr. Pelletier provided an additional update following the main break on Kano Dr., on Friday July, 19<sup>th</sup>, and provided background on the specific valving circumstances that impacted the situation. Mr. Pelletier and Manager Olson expressed that they were very impressed with the timely and thorough response from J&J Construction Concepts.

**NEXT MEETING**

The next Regular Board Meeting is scheduled for Wednesday, August 28, 2024.

Upon motion duly made by Director Emery, seconded by Director Gerard, and it was unanimously **RESOLVED** to adjourn the meeting at 7:29 p.m.

Respectfully submitted,

---

David Cobb, District Administrator