

MINUTES OF THE REGULAR MEETING OF
SPRING CANYON WATER AND SANITATION DISTRICT
HELD
September 25, 2024

The Regular Meeting of the Board of Directors of Spring Canyon Water and Sanitation District was held via teleconference on Wednesday, September 25, 2024, at 6:00 p.m.

ATTENDANCE

Directors in Attendance

Tim Schmitt, President
Chris Goemans, Director
Tim Mather, Director

Absent and Excused

Rick Emery, Vice President
JJ Gerard, Treasurer

Also, In Attendance

Chris Olson, Tayler Pelletier, David Cobb, Anthony Cruz, SCWSD
Others: Darla Howard, Secretary, 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 6:01 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 Goemans, seconded by Director Mather, it was unanimously

RESOLVED to approve the September 25, 2024 agenda as presented.

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

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

Public Comments – There were no public comments.

**MANAGEMENT
MATTERS**

Review and Consideration of Resolution 24-09-01 District Reserve Fund – Manager Olson and the Directors present reviewed the resolution. They agreed to table the discussion until the October meeting with the full board to determine the amount of the Capital Reserve Fund and proceed with adoption of the resolution.

Review and Consideration of Resolution 24-09-02 Authorizing Redetermination of Equivalent Units Attached to Tap at 4801 West County Road 38E – Manager Olson advised the Directors that a customer request for Reassessment of Tap Equivalencies at 4801 West County Road 38E had been received. The customer is requesting that their billing be adjusted from 30 equivalents to the current five (5) equivalent units. As homes are sold, the equivalencies will increase until the park is full at 28 units. Upon motion duly made by Director Mather, seconded by Director Goemans, it was unanimously

RESOLVED to adopt Resolution 24-09-02 Reassessment of 4801 West County Road Equivalents.

Review and Consideration of Rodahl & Company Engagement Letter – After consideration and review and upon recommendation from Manager Olson, a motion to approve and authorize renewal of contract with Rodahl & Company for accounting services for October 2024 – December 2025 was made by Director Goemans, seconded by Director Mather and unanimously

RESOLVED to approve the Rodahl & Company engagement letter through FY 2025.

Manager's Report – Manager Olson presented his report to the Directors. He outlined the Budget process over the next several meetings. After discussion, Director Mather nominated Director Goemans to work with the District as Budget Officer for FY 2025 Budget. Director Goemans accepted.

**OPERATIONS
AND
MAINTENANCE
MATTERS**

Engineer's Report – Sewer Over Inlet Canal - Mr. Beckner advised the Directors that the Sewer Over Inlet Canal Project application was submitted to CDPHE for review. He stated Blue Mountain Environmental has been contracted to determine if area is in fact wetlands and to assist the District with the mitigation requirements if it is.

Sandstone Tanks - The Directors reviewed Mr. Beckner's update of the Project. After discussion of the options for moving forward with the project, it was Mr. Beckner and Manager Olson's recommendation to have the District and CivilWorx take on more of the coordination efforts and continue working with Gerrard Excavating through the IDP process.

Review and Consideration of CivilWorx Task Order 2024-04 Sandstone Tank Project Coordination and Construction – Upon motion duly made by Director Goemans, seconded by Director Mather, it was unanimously

RESOLVED to approve CivilWorx Task Order 2024-04 Sandstone Tank Project Coordination and Construction not to exceed \$29,000.

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

**FINANCIAL
MATTERS**

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

RESOLVED to ratify August 2024 Disbursements identified by check number 4268 - 4303 in the amount of \$75,960.72.

NEXT MEETING

The next Regular Board Meeting is scheduled for Wednesday, October 23, 2024.

ADJOURNMENT

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

RESOLVED to adjourn the meeting at 8:22 p.m.

Respectfully submitted,

Darla Howard, Secretary