

**Minutes of Regular Meeting
Of the
Kittredge Sanitation and Water District
October 24, 2023**

ATTENDANCE:

Board Members: Robert Kellogg, Ken Juliano, Kyle Brytowski, Gregory Goulding, and Janet Reichart.

Additional attendees: Dave Lighthart (District Manager - EMD), Jason Stawski (NSE Manager – EMD), Anita Marchant (District Counsel - Coaty Marchant Woods, PC) and Nickie Holder (District Accountant – NMHolder Financial, Inc.).

The meeting was called to order at 6:37p.m. A quorum was present.

REVIEW OF PAST MEETING MINUTES:

The Board reviewed copies of the August 22, 2023; regular meeting minutes prepared by Ms. Holder.

Director Goulding made, and Director Brytowski seconded a motion to approve the August 22, 2023, minutes as corrected. The motion was carried unanimously (5-0).

The Board reviewed copies of the September 26, 2023; regular meeting minutes prepared by Ms. Holder.

Director Goulding made, and Director Reichart seconded a motion to approve the September 26, 2023, minutes as corrected. The motion was carried unanimously (5-0).

Secretary Brytowski signed the August 28 and September 26, 2023, minutes as acting Secretary of the Board.

GUESTS:

No guests were in attendance.

TREASURER'S REPORT:

Ms. Holder reported to the Board on the September 2023 Treasurer's Report provided to the Board via email prior to the Board meeting.

Ms. Holder recommended to the Board that a transfer of \$70,000 should be made from the district's savings account to the checking account to cover the current months invoices.

Director Juliano made, and Director Goulding seconded a motion to approve the Treasurer's Report. The motion was carried unanimously (5-0).

PLANT REPORT/EMD ADMINISTRATIVE REPORT:

Administration Report--

- Manager Lighthart reviewed the Administration report, a copy of which is on file with the District records.
- Directors Kellogg and Juliano volunteered to attend a Waterworth meeting at EMD on November 2, 2023, at 2pm to view the water/sewer rate model.

Plant Report -

- Manager Stawski presented the Operations Report, a copy of which is on file with the District records.

LEGAL REPORT

Ms. Marchant will provide the Board members with a final draft copy of the district's Rules and Regulations prior to the November 14th board meeting.

NEW BUSINESS

The Board discussed moving the December board meeting to a date that is best for all of the board members. The board agreed to hold the December meeting on Monday, December 11, 2023 at 6:30pm at the conference room at Evergreen Metropolitan District.

ADJOURNMENT

The meeting was adjourned at 7:31 p.m. upon motion by Director Brytowski, seconded by Director Goulding and unanimously carried (5-0). The next regular board meeting will take place on November 14, 2023, at 6:30 pm.

Respectfully submitted,
Nickie Holder
Recording Secretary



Kyle Brytowski,
Secretary, Kittredge Sanitation and Water District

11/14/23
Date