

**Minutes of Regular Meeting  
Of the  
Kittredge Sanitation and Water District  
April 23, 2024**

**ATTENDANCE:**

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

**Additional attendees:** Jason Stawski (District Manager – EMD), Anita Marchant (District Counsel – Foothills Legal Solutions, LLC), and Nickie Holder (District Accountant - NMHolder Financial, Inc.)

The meeting was called to order at 6:35 p.m. A quorum was present. Director Juliano made, and Director Goulding seconded a motion to approve the absence of Director Reichart from the meeting. The motion was carried unanimously (4-0).

**REVIEW OF PAST MEETING MINUTES:**

The Board reviewed copies of the March 26, 2024; regular meeting minutes prepared by Ms. Marchant, updated by Ms. Holder.

Director Brytowski made, and Director Goulding seconded a motion to approve the March 26, 2024, minutes as corrected. The motion was carried unanimously (4-0).

Secretary Brytowski signed the March 26, 2024, minutes as acting Secretary of the Board. As well as the January 2024 minutes, changes had been previously made.

Ms. Holder informed the Board that the Centurylink internet account has been accessed and will be paid by the District going forward. Ms. Holder will put the account on autopay.

A credit application is in the process of being obtained with Cummins. Ms. Holder is working with Mr. Kevin Johnson (EMD) to complete.

**GUESTS:**

No guests were in attendance.

**TREASURER'S REPORT:**

Ms. Holder provided the Board with the April 2024 Treasurer's Report via email prior to the Board meeting.

Ms. Holder recommended to the Board that a transfer of \$55,000 should be made from the district's savings account to the checking account to cover the current month's invoices.

Director Juliano made, and Director Brytowski seconded a motion to approve the Treasurer's Report. The motion was carried unanimously (4-0).

Rates and Fees Public Hearing – At 6:47 p.m. Director Goulding made, and Director Juliano seconded a motion to approve opening up the public hearing on rates. Manager Stawski explained the rate structure, updates were made to Appendix C of the District Rules and Regulations by legal counsel. There was no public comment. Director Goulding made, and Director Brytowski seconded a motion to close the public hearing at 7:04. The motion was carried unanimously (4-0).

Director Goulding made, and Director Juliano seconded a motion to approve the proposed Drought Rate structure, effective May 1, 2024. The motion was carried unanimously (4-0).

**EMD ADMINISTRATIVE REPORT/PLANT REPORT:**

*Administration Report—*

- Manager Stawski reviewed the Administration report, a copy of which is on file with the District records.

*Plant Report -*

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

**LEGAL REPORT**

No additional updates.

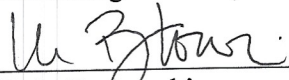
**NEW BUSINESS**

No new business.

**ADJOURNMENT**

The meeting was adjourned at 7:23 p.m. upon motion by Director Goulding, seconded by Director Brytowski and unanimously carried (4-0). The next regular board meeting will take place on May 28, 2024, at 6:30 pm at the Kittredge Community Association (KCA) Building.

Respectfully submitted,  
Nickie Holder  
Recording Secretary

  
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Kyle Brytowski,  
Secretary, Kittredge Sanitation and Water District

5/28/24  
Date