

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

ATTENDANCE:

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

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

The meeting was called to order at 6:33 p.m. A quorum was present.

REVIEW OF PAST MEETING MINUTES:

The Board reviewed copies of the June 25, 2024; regular meeting minutes prepared by Ms. Holder

Director Goulding made, and Director Brytowski seconded a motion to approve the June 25, 2024, minutes as corrected. The motion was carried unanimously (5-0).

Ms. Holder will make the requested changes to the minutes and forward to Secretary Brytowski for signature.

GUESTS:

No guests were in attendance.

TREASURER'S REPORT:

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

Ms. Holder informed the Board that one of the account signers for Colotrust will need to open the new "Capital Fee" savings account for the monthly Capital Fees received. Director Juliano will setup online and Ms. Holder will provide the dollar amount that should be transferred from the ENB Savings account to the new Colotrust account.

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

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

Rules and Regulations – Ms. Marchant provided the Board members with a resolution to update the District Rules and Regulations with wording to update the contract and bidding section of the document. The Board will review and discuss at the August board meeting.

SDA Conference – the conference will be held in September if any Board members would like to attend.


NEW BUSINESS

No new business.

ADJOURNMENT

The meeting was adjourned at 7:06 p.m. upon motion by Director Goulding, seconded by Director Reichart and unanimously carried (5-0). The next regular board meeting will take place on August 27, 2024, at 6:30 pm at the Kittredge Community Association (KCA) Building.

Respectfully submitted,
Nickie Holder
Recording Secretary



Kyle Brytowski,
Secretary, Kittredge Sanitation and Water District

8/27/24
Date