

**Minutes of Regular Meeting  
Of the  
Kittredge Sanitation and Water District  
August 27, 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), and Nickie Holder (District Accountant - NMHolder Financial, Inc.)

The meeting was called to order at 6:32 p.m. A quorum was present.

**REVIEW OF PAST MEETING MINUTES:**

The Board reviewed copies of the July 23, 2024; regular meeting minutes prepared by Ms. Holder

Director Goulding made, and Director Brytowski seconded a motion to approve the July 23, 2024, minutes as corrected. The motion was carried unanimously (5-0).

**GUESTS:**

No guests were in attendance.

**TREASURER'S REPORT:**

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

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.
- Management recommends the purchase of a backup VFD and keypad controller to have on hand for a backup for a cost of \$2,109 in case the VFD experiences a major failure. Director Reichart made, and Director Brytowski seconded a motion to approve the purchase of a backup VFD for \$2,109.

**LEGAL REPORT**

Rules and Regulations – Ms. Marchant provided the Board with Resolution #08/24-1, updating section 3.12A regarding contractor bids. The language will read that the District will need to go out to bid for projects based on the required law, including inflation. The current dollar amount will be taken out of the language, as the specific dollar amount which will mandate a District to go out to bid will fluctuate

based on inflation, beginning in 2025. Director Goulding made, and Director Juliano seconded a motion to approve Resolution #08/24-1.

Proposition 50 & 108 – Manager Stawski discussed supporting the SDA’s position on Proposition 50 & 108 through a resolution by the Board. No action was taken.


**NEW BUSINESS**

No new business.

**ADJOURNMENT**

The meeting was adjourned at 7:17 p.m. upon motion by Director Juliano, seconded by Director Reichart and unanimously carried (5-0). The next regular board meeting will take place on September 24, 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

11/19/24  
Date  
None Pro Tunc