

RECORD OF PROCEEDINGS

West Jefferson County Metropolitan District December 19, 2024 Regular Meeting of the Board of Directors

1.0 Call to Order at 1:59 PM

- 1.1 The regular monthly meeting of the Board of Directors of West Jefferson County Metropolitan District was called to order by Chairman Garrod at 1:59 p.m. on Thursday, December 19, 2024. The meeting was held in both physical attendance and via Zoom virtual meeting pursuant to statutory notice.
- 1.2 In attendance were Chairman Kelly Garrod, Secretary Pat Temple, Treasurer Elizabeth Adams, Director Kevin Grieve and Director Kenneth Frick. Also attending in the Board Room were General Manager Jason Stawski, Administration Manager Shelley Koch, Wastewater Manager Kevin Johnson, and Attorney Paul Cockrel.

2.0 Minutes of Previous Meetings

- 2.1 The Board reviewed the draft minutes of the regularly scheduled November 2024 Board Meeting and Executive Session. A motion was made by Secretary Temple and seconded by Director Frick to approve the Board Meeting and Executive Session Minutes as presented. All approved.

3.0 Treasurer's Report

- 3.1 Treasurer Adams presented the Treasurer's Report. The Treasurer's Report included a review of operating and developer funds, investments, list of current investment rates, bills for payment, financial summary, and operational project costs. Information on the monthly financial activities of the District is contained in the Administration Report.
- 3.2 Treasurer Adams motioned to approve the Treasurer's Report and payment of all accounts presented. Director Grieve seconded. All approved.

4.0 Manager's Report

- 4.1 General Manager Stawski reviewed the Administration report, a copy of which is on file with the District records.
- 4.2 The Resolution Calling for the 2025 Regular District Election and Appointing a Designated Election Official was presented to the Board for signature. Self-nomination forms will be available on January 1, 2025. Attorney Cockrel explained the self-nomination form deadline.
- 4.3 The Confirmation of 2025 Billing Rates was presented to the Board for signature.

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4.4 The next Board meeting is scheduled for Thursday, January 16, 2025, at 2:00 p.m.

5.0 Legal

5.1 Attorney Cockrel discussed a memo he sent to Northstar regarding the ownership issue and tap transfer. A list of needed items was provided to Northstar before a final decision will be made by the Board.

6.0 Operations Report

6.1 General Manager Stawski and Wastewater Manager Johnson presented the Operations Report, a copy of which is on file with the District records.

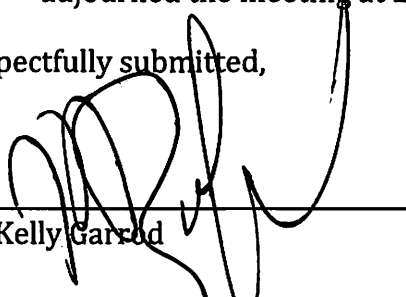
6.2 The Operational Request Agenda was presented for the purchase of a one-year annual preventive maintenance service plan through Atlas Copco for two bubble air compressors at a cost of \$6,327. A motion was made by Director Grieve and seconded by Treasurer Adams to approve the Operational Request Agenda as presented. All approved.

6.3 The state notified the District that the draft TMDL will be sent out January 3, 2025, for review. There will be a review period to submit comments.

6.4 There were no violations of the NPDES permit.

7.0 There being no further business to come before the Board at this time, Chairman Garrod adjourned the meeting at 2:45 p.m.

Respectfully submitted,



Kelly Garrod

Kenneth E. Frick

Elizabeth Adams

Kevin Grieve

Kennon P. Temple