

**Minutes of Regular Meeting
Of the
Kittredge Sanitation and Water District
May 27, 2025**

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 6:31 p.m. A quorum was present.

REVIEW OF PAST MEETING MINUTES:

The Board reviewed copies of the April 22, 2025; regular meeting minutes.

Director Brytowski made, and Director Reichart seconded a motion to approve the April 22, 2025 minutes. The motion was carried unanimously (5-0).

GUESTS:

No comment from guests.

TREASURER'S REPORT:

Ms. Holder provided the Board with the May 2025 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).

2024 Audit – The audit draft and workpapers have been prepared and sent to the auditor. Ms. Holder will follow up with the auditor the first week of June to get status on the audit report.

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

Board Vacancy – Director Brytowski provided the Board with a letter of resignation. Director Goulding made, and Director Juliano seconded a motion to accept Director Brytowski's letter of resignation. The Board will appoint a new director to the vacancy at the June or July meeting.

KSWD/EMD Consolidation – EMD attorney is waiting on the final 2024 audit report to draft a consolidation resolution.


NEW BUSINESS

President Kellogg presented Director Brytowski with a plaque for his years of service on the KSWD board.


ADJOURNMENT

The meeting was adjourned at 7:05 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 June 24, 2025, at 6:30 pm at the Kittredge Community Association building.

Respectfully submitted,
Nickie Holder
Recording Secretary



Janet Reichart,
Secretary, Kittredge Sanitation and Water District



Date