



Louviers Water and Sanitation District
Special Board Meeting Minutes
Held Tuesday, November 14, 2023, at 6:30pm

Attendance Board Members:
Matthew Collitt, President
Nick Pepping, Member
Jake Kennedy, Member
Beca Connet, Treasurer
Andy Dunn, Member

Also in attendance:
Michael Gerstner, TST Infrastructure
Jeff Erb, Erb Law (via Zoom)
Neil Schilling, Schilling & Associates
Peter Kline, Circuit Rider of Colorado
Sarah Shepherd, Circuit Rider of Colorado

Public Attendees:
No Public Attendance

Agenda Item	The Board of Directors of the Louviers Water and Sanitation District held a special meeting at 6:30pm on Tuesday, November 14, 2023.
Call to order/agenda	The meeting was called to order at 6:37pm by Director Collitt.

<p>Public Comment</p> <p>Updates</p> <p>Engineer's Update</p>	<p>No public comment.</p> <p>Michael Gerstner and Matt Collitt provided an update on progress of the IGA agreement and the waiting for Dominion to test samples. Louviers needs to see all test results from the corrosion study and that should be ready by the next meeting. Discussion followed.</p> <p>Michael Gerstner also provided an update on paperwork from JBS and the close out of the USDA project. Progress is being made on lien waivers and close-out documents. Discussion followed.</p> <p>Michael Gerstner also updated the board on the status of the review of drawings with the State. Equipment has been procured. He also indicated that there are 5 quotes for the building. He outlined the merits to several quotes. Discussion followed.</p> <p>Director Collitt made a motion to accept the proposal from Great Western, if the contract could be completed in a short period of time. Director Pepping seconded. The motion carried 5-0.</p> <p>Michael Gertsner provided a update on the CORE contract. It is due by December 6th and a special meeting may be required to accept. Discussion followed.</p>
<p>Open Items & New Business</p>	<p>Operations: Operators Report No operator report was provided at this meeting.</p> <p>Financial Report/Consider disbursements for approval</p> <p>Neil Schilling presented the Financial Statements for the period ending October 31, 2023. Discussion followed. Mr. Schilling discussed the disbursements list. The list totaled \$35,687.13. Discussion followed. Mr. Schilling also requested approval of loan payments of \$12,290 and \$16,460.78. Total monthly disbursements is \$65,037.91. Director Connet made a motion to approve the Claims List, as presented. Director Collitt seconded. The motion was approved 5-0.</p> <p>Mr. Schilling provided an update on the financials and accounts receivable. Discussion followed.</p> <p>Director Collitt made a motion to open a Public Hearing regarding the 2024 Budget. Seconded by Director Connet. Passed 5-0.</p>

	<p>No public was present.</p> <p>Director Collitt made a motion to close the Public Hearing regarding the 2024 Budget. Seconded by Director Connet. Passed 5-0.</p> <p>Further discussion covered a Water Rate Increase. Several options were discussed, including a 5% increase, 3% increase and a 0% (zero) change option. Discussion followed. Director Collitt made a motion to approve the budget, set the mill levy and appropriate funds accordingly with the 5% water rate increase. Director Pepping seconded. Motion passed 4-1.</p> <p>Voting roll call was as follows:</p> <p>Dir Collitt – Yes Dir Connet – No Dir Pepping – Yes Dir Kennedy – Yes Dir Dunn – Yes.</p> <p>The rate hearing will be held at the January meeting.</p> <p>The board reviewed contracts for the 2024 year for management, accounting, as well as to approve engineer and legal rates.</p> <p>Discussion followed. Director Collitt made a motion to accept and renew contracts as presented. Director Connet seconded. Motion carried 5-0.</p> <p>Other Matters The Board approved the Annual Administrative Resolution by acclamation.</p>
<p>Minutes Review</p>	<p>Minutes from the October 24th meeting were reviewed. Director Collitt made a motion to approve minutes as submitted. Seconded by Director Pepping. Motion carried 5-0.</p>
<p>Adjournment</p>	<p>The meeting was adjourned by acclamation at 7:33 pm.</p> <p>The next regular meeting is scheduled for January 23, 2023 at 6:30 pm.</p>