

STEAMBOAT LAKE WATER AND SANITATION DISTRICT

Minutes for December 13, 2021 Board Meeting Zoom Meeting

1. **Call to Order.** The meeting was called to order by Director Standish at 6:37 pm.
2. **Roll Call, Confirmation of Quorum.** Directors present: Jim Standish, Prince Holley, Matt Barnard and Michelle Wilson. Directors absent: Jackie Johnson. A quorum was established.

Also present: Ellen Standish, Administrative Assistant

3. **Changes to/Approval of Agenda.** No changes to the agenda.
4. **Review & Approval of Board Minutes from November 15, 2021.** Director Wilson moved to approve the November 15th meeting minutes. Director Barnard seconded. The minutes were approved unanimously.
5. **Public Comment Period.** N/A
6. **Statutory/Regulatory/General Business**
 - a. **Enterprise accounting update:**
 - 1) **Meeting with Accountant & District Auditor.** Ellen reported that she and our Accountant met via Zoom with the District's Auditor to get a better understanding of how to set up the Enterprise accounting system. They learned that the Board needs to vote on a resolution to adopt an Enterprise accounting system.
 - 2) **Draft a Resolution.** Director Standish moved to have our attorney draft up the Resolution. Director Barnard seconded. The motion passed unanimously.
 - 3) **Set up the System.** Our Accountant is working toward having the system in place after it has been approved by the Board.
 - b. **Status of Guest Well pressure switch:** No update at this time.
 - c. **Status of hard numbers from Luminat.**
 - 1) Luminat has not gotten back to us regarding hard numbers for installing fiber at the District's facilities.
 - d. **Augmentation Plan (March 2022)**
 - 1) Our Water Rights Attorney spoke with the County Engineer, and was able to get an extension on submitting the required paperwork.
 - 2) She sent an email regarding our Augmentation Plan and Conditional Water Rights, which the Board needs to make decisions on before March 2022. The Board will need to meet with her and our Attorney to discuss legal implications.

e. Reschedule Project Work Session.

- 1) The Project Work Session that was to take place in December was rescheduled for January 10th.
- 2) Ellen was asked to confirm with involved parties of their availability for that date. A short list of projects will be sent to the Directors to determine which project will be discussed.

7. Financial

a. Monthly Transaction Review, Approval

b. Monthly Aging Review, Actions

- 1) The Board made a resolution to have our Accountant turn over past due accounts over 6 months to the County Treasurer's office for collection.
- 2) Ellen was asked to find out if the water could still be turned off on past due accounts if the account has been turned over to the Treasurer's office.

c. 2022 Budget

- 1) Final budget discussion
- 2) Reading & Resolution to Adopt Budget
 1. Director Holley moved to adopt the Budget. Director Barnard seconded. The motion was approved unanimously.
- 3) Reading & Resolution Appropriate District funds to Budget
 1. Director Holley moved to appropriate District funds to the Budget. Director Wilson seconded. The motion was approved unanimously.
- 4) Reading & Approval of Management Overview Budget Letter
 1. Director Barnard moved to approve the Management Overview Budget Letter. Director Holley seconded. The Management Overview Budget Letter was approved unanimously.

8. Old Business Not Previously Addressed

9. Next meeting – January 17, 2022

10. Adjournment. Director Barnard motioned to adjourn the meeting at 7:42 pm. Director Holley seconded. The motion was approved unanimously.