

# RECORD OF PROCEEDINGS

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**MINUTES OF A SPECIAL MEETING OF THE  
BOARD OF DIRECTORS OF THE  
INDEPENDENCE WATER & SANITATION DISTRICT  
HELD  
February 26, 2024**

A Special Board of Directors' Meeting of the Independence Water & Sanitation District was held virtually on February 26, 2024, at 11:00 a.m. The meeting was open to the public.

**ATTENDANCE:**

In attendance were Directors:

Timothy Craft, President  
Jim Yates, Secretary / Treasurer  
Randy Roberts, Assistant Secretary

Director Keeley was unable to participate, and his absence was excused.

Also, in attendance were:

Josh Greer  
Will Parker, Semocor, Inc.  
Dianne Miller, Miller Law, pllc  
Kurt Schlegel, Special District Solutions, Inc.

**CALL TO ORDER:**

Mr. Schlegel noted that a quorum of the Board was present and Director Craft called the meeting to order at 11:04 a.m.

**CONFLICTS &  
DISCLOSURE  
STATEMENTS:**

Mr. Schlegel stated that disclosures of potential conflicts of interest were filed with the Secretary of State for all Directors prior to this meeting and no new conflicts of interest were disclosed at the meeting.

**APPROVAL OF AGENDA:**

After review of the Agenda Director Yates moved that the Board approve the agenda as presented. Upon a second by Director Roberts a vote was taken, and the motion carried unanimously.

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**CONSENT AGENDA:**

After review of Consent Agenda items Director Yates moved that the Board approve the Consent Agenda, consisting of the following item, as presented:

- Minutes from the December 18, 2023 Regular Meeting

Upon a second by Director Roberts, a vote was taken, and the motion carried unanimously.

**PUBLIC COMMENT:**

Mr. Greer inquired about the history of the District's Rate & Fee Schedule.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

2024 Rate & Fee Resolution: Mr. Schlegel presented a proposed 2024 Rate & Fee Resolution for the Directors consideration. Director Roberts moved that the Board open the Public Hearing. Upon a second by Director Yates a vote was taken, and the motion carried unanimously, and the Public Hearing was opened at 11:10 p.m.

Mr. Schlegel identified proposed increases in Irrigation Water, Potable Water and Sewer Services. These fees are paid monthly by residents of the District. The increase in the inclining block rate for irrigation water is being proposed in order to incentivize residents to judiciously use irrigation water to prevent excess use. Director Yates suggested that the 1<sup>st</sup> block rate be set at \$3.00 per 1,000 gallons versus the \$4.00 that had initially been requested. Mr. Greer stated that he believed the Irrigation Water rate increases are justified.

Mr. Schlegel went on to present the 2024 Tap Fees, Storm Drainage Facility Fee, and Water Meter Equipment Fee. All but one of these fees, which are billed to and collected from home builders at the time building permits are issued by Elbert County, and are dictated by Resolutions previously adopted by the District's Board of Directors. The Water Meter Equipment Fee increase is necessary due to the increased costs of the water meter equipment, of which the District does not mark up over what is charged by the manufacturer.

Director Roberts moved that the Public Hearing be closed. Upon a second by Director Yates a vote was taken, and the motion carried unanimously, and the Public Hearing was closed at 11:33 a.m.

# RECORD OF PROCEEDINGS

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Following discussion Director Yates moved that the Board approve and adopt the 2024 Rate and Fee Resolution as amended. Upon a second by Director Roberts a vote was taken, and the motion carried unanimously.

## **WATER & WATER RECLAMATION FACILITY OPERATIONS**

Mr. Schlegel introduced Mr. Parker and stated that his firm, Semocor, Inc., had taken over the duties and responsibilities as the District's Operator in Responsible Charge (ORC) in late December 2023.

Mr. Parker briefly explained process improvements that have been implemented which have proved to be very beneficial to operations, and explained the current Supervisory Control & Data Acquisition (SCADA) capabilities and suggested improvements in these capabilities.

## **FINANCIAL AND MANAGEMENT ITEMS:**

Review of Unaudited Financial Statements: Mr. Schlegel presented copies of the unaudited January 31, 2024 Financial Statements for the Independence Water & Sanitation District for the Board's review.

Water & Sanitation District - Ratification and Approval of Claims: Mr. Schlegel presented a list of Independence Water & Sanitation District claims that have been paid since that Board's last meeting for ratification by the Board of Directors. Director Yates moved that the Board ratify and approve the claims totaling \$2,227,486.79 and represented by checks #1770 through #1818. Upon a second by Director Roberts, a vote was taken, and the motion carried unanimously.

## **DIRECTOR'S ITEMS:**

None

## **NEXT MEETING:**

**The Board members determined that Special Meetings may be called as necessary. The next scheduled regular meeting will take place on June 14, 2024.**

## **ADJOURNMENT:**

There being no further business to come before the Board, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned at 11:50 a.m.

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Respectfully Submitted:

*Kurt Schlegel*

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Secretary for the Meeting