

# Cottonwood Mutual Water Company

## Board of Directors Minutes

Wednesday March 15, 2023; 6:30 PM

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### Board Members:

Earlene Lee	District 1	2022-2025	Present
Blaine Murray	District 2	2022-2025	Present
Heidi Dorius	District 3	2021-2024	Present
Dave Dutson	District 4	2021-2024	Zoom
Sean Dorius	M at L	2021-2024	Present
Mike Johanson / Manager			Present

Visitors: Bill Coutts, Bill Chipp, Scott Clark, Brent Knight, Jesse Summers, Mike Oldenborg, Ryan Scott, Dane Wilkinson, Andrew Beecher, Louise Earley, Susan Johanson. Robert McConnell and Jennifer Jensen on zoom

### 1. President

- A. Call Meeting to Order 6:35 pm
- B. Declare any conflicts of interest: None
- C. Specify allotted time of each agenda item: 15 minutes.
- D. Approve meeting minutes of November 18, 2022; January 5 and 19, 2023; and February 8, 2023.
  - a. Per Mike make changes to Feb. 8<sup>th</sup>, item 9 to read that Dane Wilkinson still waiting for proof of source and storage.
  - b. Motion to approve all minutes with the changes by Heidi, 2<sup>nd</sup> Sean; Unanimous.
- E. Approve share cancellations and reissues: Date on document was incorrect. Motion to table for corrected date by Earlene, 2<sup>nd</sup> by Heidi; Unanimous

### 2. Public Comment / Questions for Board

- A. Dane Wilkinson: Still not sure what he needs to do to get his will-serve. Has talked to Mr Gardner and was given ok for storage. Dane thought that CMWC would be getting the proper paperwork from Mr. Gardner, but tonight was told that it was his responsibility to get the paperwork to CMWC. Still very unclear of the procedure for a will-server. Forms are on the Website and possible additional forms need to be added for better understanding for the applicant.
- B. Bill Chipp question as to when minutes would be posted. Now that they are approved & after the correction is made.
- C. Bill Coutts comments on possible standard forms on the website for easier access and less confusion. The one that is on the website might need to be updated.

### 3. Manager's Report:

- A. The Consumer Confidence Report required to go out to all customers on an annual basis. The report has been published on the website. Certification letter to Brandy Smith, at the Division of Drinking Water, sent notification that she received it.

- B. Weber Basin Water Leases: They have made modifications to their acquisition for leases, price adjustments and reduction of quantity of water received for share. Increasing the yearly contract and will charge the application for a one-time improvement charge.
  - C. "Concerns of the Water Manager" letter written and read by Mike Johanson and requested to be entered into the meeting minutes. There are some concerns regarding some of the letter information but will honor his request to enter it. (Copy of letter available upon request)
4. Discussion regarding The Church of Jesus Christ of Latter-Day Saints desire to connect into CMWC water System.
- Scott Clark and Andrew Beecher, representatives from The Church of Jesus Christ of Latter-Day Saints present. Request to connect to the Fox Hollow chapel on Old Highway Road. Connect their well to CMWC system. The church has water rights that they are willing to give to the company and in turn receive the Will-serve when they need it. See "Water Credit Agreement" Church will take care of the change application with the state. Discussion of new pipes, fire hydrants and other possibilities needs, sharing the cost. The benefits to the company would be to upsize the line in front of the church, a new fire hydrant, possibly another loop for diverting water if a problem arises and the Church is willing to pay for a portion of the cost. Follow up: An assessment of cost. Want to put their water rights in credit till they are needed at a later day. To file a change application from Milton to CMWC. If in the future, they don't need the credit the church will give it to someone else. Possible to put in the agreement that CMWC has the right of first refusal to possibly purchase the water right.
5. Finalize and vote to adopt the 2023 Budget.
- Clarification/ discussion from Mike and Dave Budget is showing a cash positive. Water users used less water in 2022. The company don't have the proper change application to be able to sell the water rights we have from Weber Basin Water. Motion to approve 2022 budget by Dave, Sean 2<sup>nd</sup> Unanimous.
6. Discussion/decision regarding insurance quote from Olympus Insurance in the amount of \$19,563.00 and authorize Blaine Murray to sign the insurance proposal. Motion to approve budget by Dave 2<sup>nd</sup> Earlene Unanimous
7. Discussion/decision regarding approving a financial audit of the 2022 fiscal year for the cost of \$10,000.00 and authorize Blaine Murray to sign the engagement letter with Child Richards. Felt the need to have done it done, due to the changes in the front office. Motion to approve by Dave, 2<sup>nd</sup> Heidi Unanimous.
8. Adopt resolution setting and approving the 2023 Standby Fee at \$250.00  
Motion to approve by Dave 2<sup>nd</sup> Earlene Unanimous

9. Discussion of the will-serve process: Suggestion by Bills Coutts to make it as easy as possible for those that are requesting. The more information online the better for all parties. Possible template as an example of the forms.

Additional Discussion:

Renewal for QuickBooks is up on May 31, 2023. Mike and Dave will discuss payment.

Schedule more work meetings to collect more information, debate, and discussion with the idea that Board Meeting would go smoother and accomplish more. Possible to establish a set date each month for work meetings.

Gate on reservoir has been open 100% since March 8, 2023. Mike has requested that the MGSWC divert their water into Cottonwood Creek, with the understanding of the potential of having risers freeze which would result in broken water lines, it will not be cut off completely.

Mike did receive an email dated March 17, 2023 from Skyler Gardner that they did reduce the flow on Wednesday and again on Thursday.

10. Adjourn Motion by Heidi 2<sup>nd</sup> Dave Unanimous

Board Meeting: April 12<sup>th</sup> @ 6:30 pm

Work Meeting: March 23, 2023 @ 6:30 pm