

# Cottonwood Mutual Water Company

## Board of Directors Meeting Minutes

Wednesday, August 9, 2023; 6:30 PM

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### Board Members:

Earlene Lee	District 1	2022-2025	Absent
	District 2	2022-2025	
Heidi Dorius	District 3	2021-2024	Present
Matt Bartol	District 4	2021-2024	Present
Sean Dorius	M at L	2021-2024	Present
Mike Johanson	Manager		Present

Visitors: Bill Chipp, and Jesse Summers

1. Vice-President: Heidi Dorius
  - a. Call Meeting to Order: 6:32 pm
  - b. Declare any conflicts of interest: No
  - c. Specify Allotted Time for each agenda item: None.
2. Approve meeting minutes of March 15, 2023 & July 12, 2023: Hold on minutes for March 15<sup>th</sup>. Matt motions to approve July 12, 2023 (with date correction) Sean 2<sup>nd</sup> Unanimous.
3. Approve share cancellations and re-issues: Matt motion to approve Heidi 2<sup>nd</sup> Unanimous.
4. Financial Update:(2:35) Matt B got with Mike & went over the preliminary audit report. He has been reviewing Bank Statements, and payroll. Discussion on corrections made on the draft form of the audit report regarding some entries. Corrections made and waiting for update audit from the CPA.
5. Discussion / Decision regarding District 2 Representative. Three individuals have expressed interest: Brent Flamm, Mark Greenwood, and Jacob Allred: Heidi will get them scheduled to come next week to be interviewed and hopefully the position will be filled.
6. Discussion of Receptionist Position: Had six applicants and Mike has spoken to all of them. One applicant declined due to misunderstanding of location and one never returned his call. Mike will schedule interviews for Friday August 18<sup>th</sup>.
7. Slide gate, Piezometer and Staff Gage RFP: ( 9:08) Mike's write up was approved and encouraged to send it out with deadline of October 15, 2023. With the actual start date be October 22, 2023. The water storage agreement is written so that we can bill MGSWC for needed improvements and request their participation for payment. We need to go ahead and send a letter to MGSWC informing them it is happening. Their response should be before September 8<sup>th</sup> to respond. Mike will draft a letter informing them of the improvements and requesting MGSWC participation. Matt motion to issue the RFP with the due date of Sept 8, 2023. Heidi 2<sup>nd</sup> unanimous.
8. Scotsman Center storage unit project Will-serve: (14:29) Discussion on will-serve for two fire hydrants with no increase to the fire storage. Heid motion to approve, Matt 2<sup>nd</sup> Unanimous. Heid will go into the office to sign when papers are ready.
9. Update on MGSWC meeting: (20:07) Meeting was held on July 14, 2023. Information by a slide presentation was given by MGSWC. A lot of information that CMWC Board presented will be

discussed. It was requested that MGSWC meter the water, so we have a idea of how much water they have been taking. They will not give us an account on that request. Haven't received even the historical readings. Possible issue that weekly reading is too often, but no response stating other than just that they won't do it. Possible request monthly readings instead of weekly. Mike has taken pictures throughout the summer of the level of the reservoir for comparison.

10. New Water Company: (29:12) Johnson and Gardner have started a new culinary water company which will impact us in the Highlands with them trying to squeeze another culinary company with limited water and land.
11. Mountain Green Master owners' Association use: (33:20) MOA stores some of their materials in the garage and basement of our office building. They pay for partial maintenance of the grounds. MOA uses the building for a drop off location or mail in yearly payments. Matt will let them know we are still considering the benefits and the board will have more discussion.
12. Discussion regarding Road Map for developers: (39:40) Draft was done by Mike Road map Board needs more time to review & Mike will try to condense it down. Possible check off boxes for the developer to use.
13. Storage Proposal: Discussion on the possibility Rollins tank may be pulled. Many questions regarding the water in the tank that belongs to CMWC that is being used. Possible that Gardner/Johnson might possibly cut all ties to the Rollins tank. If so, they will need to pay for or possibly credit CMWC for the water they have filled the tank with. Who pays for the water that goes through the hydrant. No one pays for water used on a fire. But a contractor needs to have a meter on the hydrant for what they use during construction.
14. Make sure Attorney Johnson gets paperwork to review and schedule a work meeting to discuss it.
15. Adjourn Heidi 1<sup>st</sup> Sean 2<sup>nd</sup> Unanimous.

Bill Chipp question: Why March 15<sup>th</sup> minutes not approved. The Board will discuss at the next work meeting to get them resolved and ready to approve.