

Cottonwood Mutual Water Company

Board of Directors Meeting Agenda
Tuesday, January 8, 2025; 6:00 PM

Board Members:

<i>Present</i> – Jesse Summers	District 1	2024 – 2025	Vice-president
<i>Present</i> – Mark Greenwood	District 2	2024 – 2025	President
<i>Present</i> – Chris Thomsen	District 3	2024 – 2027	
<i>Present</i> – Cynthia Mattson	District 4	2024 – 2027	Treasurer
<i>Absent</i> – Greg Watkins	M-at-L	2024 – 2027	

Staff:

Present – Mike Johanson - Manager
Absent – Amber Rogers - Secretary

Visitors:

Ted Taylor *Ray Nettleton* *Eric Plyer*

1. President

- a. Call meeting to order – *Mark called meeting to order 6:07 PM*
- b. Declare any conflicts of interest – *No conflicts of interest reported*

2. Approve meeting minutes of November 19, 2024, (December 11, 2024 mtg cancelled)

Motion made by Mark to approve November 19, 2024 meeting minutes; seconded by Cynthia; All were in favor

3. Approve share issuance, cancellations and re-issues

Motion made by Mark to approve share issuance, cancellations, and re-issues; seconded by Jesse; all were in favor

4. Manager report

a. Holiday leave swap – change Veteran’s Day off to President’s Day

Mike asked board if Veteran’s Day could be swapped with President’s day as a paid leave day since more people tend to be off President’s Day. Mark made a motion to add President’s Day as an additional paid holiday; Seconded by Chris; All were in favor.

b. Change VOIP phone service from Vonage to GoToConnect – Vonage rate \$163.56; GoTo proposed rate \$105.94

Mike discussed the current Vonage phone rate and services provided; discussed the GoTo proposal stating that it had many of the same features we have with Vonage including video conferencing at a cheaper rate that results in a \$56.90 per month savings. Motion made by Mark approving changing to GoTo phone service; seconded by Jesse; All were in favor.

c. Able to get Beehive Broadband internet rate reduced \$50.00 per month

Mike reported that he had spoken with Beehive Broadband regarding the rate we were paying and was able to have the rate lowered \$50.00 per month.

d. Need to do repairs on Rose Hill #1 well

Mike reports there are issues with the well and that Rod Mund with Well Services will need to be called for repairs.

5. Approve CMWC proceeding with necessary requirements to meet the emerging contaminate grant awarded to CMWC for the Rollins Ranch #3 well
Mike reported he had met with DDW and reviewed the grant checklist with them regarding the grant of \$762,300 received for emerging contaminate remediation at the Rollins Ranch #3 Well. Cynthia made a motion to have the board approve the company accepting and proceeding with the necessary steps required to meet the Federal SRF Loan Authorization and Procedures for Committed Funds having 100 percent principal forgiveness; Seconded by Jesse; All were in favor.
6. Update regarding Water Tank Agreement
Mike reported that good progress is being made on the tank agreement but the delay is the result of having to master plan the project area to determine where roads and infrastructure will need to have easements including water lines. Additionally there has been some back and forth with section 14 on capacity credits with the last meeting occurring before Christmas. Board requested Mike to ask if it would expedite the agreement if the Johnson #2 (Alpha) well and Bravo well were taken out of the agreement and a separate agreement be drafted for the wells and water line easements. Motion made by Chris; and seconded by Mark to have a title report done on the Rollins Ranch #1 & 2 wells and associated easements together with the Rollins Tank parcel and associated easements; All were in favor.
7. Review 2024 YTD Profit & Loss statement
Reviewed the 2024 profit loss
8. Discussion / Decision approving the 2025 budget
Motion made by Mark to approve the 2025 budget; seconded by Chris; All were in favor.
9. Discussion / Decision regarding Water Rate increase for 2025
Motion made by Mark to table the discussion and to have Mike resend the rate study calculator; seconded by Chris; All were in favor.

After this discussion Cynthia needed to leave. She left at 7:30 PM
10. Approve 2025 Standby fee of \$250.00 on vacant class A lots so 2025 assessments can be issued
Item not discussed
11. Schedule date in March for the annual shareholder meeting (scheduling of the Middle and Elementary school can only be made 30 days in advance)
Mike to reach out to school and find what dates may be available in March. Possibly looking at March 3, 5, or 6 as possible meeting dates.
12. Durst Mountain
Several different items were discussed with the Durst Mountain representatives (Ray Nettleton, Ted Taylor, and Eric Plyer) who not only represented Durst but also the Upper Cottonwood Cooperative. Items discussed included a water lease agreement for water stored in the reservoir, reservoir storage capacity agreement, well source agreement.

A motion was made by Chris; seconded by Mark; to contact Chris Bramhall and discuss with him drafting an agreement on the well source development and capacity for Johnson #2 Well (Alpha) between CMWC, the Upper Cottonwood Cooperative, and Soderby LLC and determine if a conflict of interest would exist if the Upper Cottonwood Cooperative were to pay Bramhall for these services. All were in favor.

Motion made by Mark; seconded by Chris; to have Mike talk to Chris Bramhall about the Reservoir Storage Capacity Agreement that Durst is proposing and that Durst is claiming Chris Bramhall has reviewed and approved with their attorney by scheduling a closed work meeting in January with the results being a decision point for CMWC by February's board meeting. All were in favor.

*Motion by Chris; seconded by Mark to have Mike contact Gardner Engineering to provide flow requirements for the Fox Hollow Transfer Station upgrade. All were in favor. **Did this motion change to having CMWC do the design and construction?***

Board requested that Mike send the Upper Cottonwood Cooperative design plans of the Rollins Ranch #3 well house that were prepared by Hansen, Allen and Luce.

13. Q & A for Shareholders

Chris Thomsen brought up two annual conferences that are coming up. The first is the Rural Water Association Conference held the last week of February and the second is the Water Users Conference held March 17 – 19. Motion made by Chris to have the company pay for registration, per diem, and hotels for board members who may desire to attend these conferences; Seconded by Mark; all were in favor.

Mike to send information on these two conferences to the board.

14. Set date of next working meeting (if needed)

Mike to visit with Chris Bramhall (company attorney) regarding the Durst and Upper Cottonwood Cooperative requests and see when Chris Bramhall is available.

15. Adjourn

Motion made by Mark to adjourn meeting at 8:12 PM; seconded by Jesse; All were in favor