

NORTH LAKE RECREATIONAL SEWER & WATER DISTRICT

MINUTES

Regular Monthly Board Meeting Friday June 14, 2024

11:00 AM REGULAR BOARD MEETING

1. Call to Order at 11:01am
2. Roll Call- The following directors were present: Kurt Holtan, Mike Lane, Chris Renfro and John Sommerwerck (Via telephone until 11:43). Dave Parrish was absent

Also present were Cheryl Beach, Office Manager; Travis Pryor, Operations Manager; and Amanda Vawter, Recording Secretary.

Jordan Zwygart was present for the audit presentation

3. Approval of minutes of preceding meetings
 - a. May 10, 2024 **ACTION ITEM:** John Sommerwerck motions to approve the minutes as written. Chris Renfro seconds the motion. All in favor
4. Treasurer's Report
 - a. May 31, 2024 **ACTION ITEM:** Kurt Holtan moves to approve the Treasurer's Report as presented. Mike Lane seconds. All in favor.
 - b. Discuss/Approve Resolution 24-1 to increase Connection & Annexation fees as approved in May meeting **ACTION ITEM:** Kurt Holtan motions to table resolution until the July meeting and revert back to original fees until August 1st. Chris Renfro seconds. All in favor.
 - c. Set date and time for budget workshop: The Budget workshop will be held at 3pm on Friday, June 21.
5. Audit Presentation **ACTION ITEM:** Audit presentation by Jordan Zwygart of Zwygart John & Associates CPA's, LLC. The audit was completed for the year ending November 30, 2023. Jordan covered material as presented in the distributed prepared packet. The audit came back with everything looking good. There was a question of how to use Capital Funds when the fund is depleted. Jordan stated that you can always take money form O&M and move it to Capital but you can't go the other way. He suggested building the Capital Fund with the connection fees that we receive and only using it to pay for larger projects, noting that because our fees are considered connection fees and are earmarked to be used to improve infrastructure, they need to be kept separate from O&M in a Capital Fund. He also suggested to start paying for smaller expenses out of O&M (exp: vehicles, missing connections, parts) due to them being used for O&M and rather than moving the money back and forth. Kurt Holtan motions to accept the audit and Mike Lane seconds. All in favor.
6. Operations Manager's Report:
 - a. General Operations Update: Keller is reviewing the bids presented for the Lagoon Project and it will be an action item at the next meeting.
7. Old Business
 - a. Emergency Stand-by and Response "On-Call" Policy **ACTION ITEM:** Kurt Holtan motions to table until the July meeting and Mike Lane seconds. All in favor.

8. New Business

- a. Annexation Discussion for 13161 Cameron Drive to hold public hearing **ACTION ITEM**
Kurt Holtan motions to hold the public hearing on July 12 at 10am and Mike Lane seconds. All in favor.
- b. Set time for July Board Meeting **ACTION ITEM:** Kurt Holtan motions to hold the July board meeting immediately following the public hearing. Mike Lane seconds. All in favor.

9. Adjournment **ACTION ITEM**

- a. Motion by Board to adjourn: Chris Renfro motions to adjourn and Mike Lane seconds. All in favor. Meeting adjourned at 12:19pm.