

Cordry Sweetwater Conservancy District
Water Commission Meeting Minutes
April 10, 2026
CSCD Office

*****These minutes are not official until approved by the Water Commission*****

Present: Ken Brasseur, Shena Johnson, Jeff Romick (CSLOA), Tom Kuhn (by telephone)

Absent: Denise Caudill

Guests: Josh Bryant

Call to order: K. Brasseur called the meeting to order at 5:16 p.m.

Election of Commission Officers for 2026: Ms. Johnson made a motion to nominate Ken Brasseur as Chair, Denise Caudill as Vice-Chair, and Shena Johnson as Secretary. Mr. Romick seconded the motion, which passed unanimously.

Agenda Modifications: None

Freeholder Concerns: None

Minute Approval: Mr. Romick made a motion to approve the December 11, 2025 minutes. Ms. Johnson seconded the motion, which passed unanimously.

Financials: The March 2025 financials were unavailable due to a delay from the accountant Brad Mares, Horizon Financial. Mr. Bryant reported that Brittany Bay was comfortable from a cash flow standpoint and anticipates continuing positive trends heading into summer.

Water Operator Report: Mr. Bryant presented the Water Operator Report. Water loss continues to trend slightly lower. We have hired a new seasonal staff member, Braxton Williams, to assist with various District matters. No major water leaks have been reported; several small leaks have been repaired. Mr. Bryant stated that the routine maintenance and inspections have demonstrated a decline in pump #1's performance; while this is not an action item at this time, it may be escalated by next spring to ensure its performance at an acceptable level. Mr. Bryant noted the completion of an install on Lion Court and a pending install on Bass Drive.

Old Business:

- A. Water line at CSCD Entrance Wall (accidentally removed in 2017) needs to be replaced in spring of 2026. Mr. Bryant noted the replacement is scheduled to occur on April 10, 2026, barring any weather or work constraints.
- B. Brief discussion was had regarding the role of the Water Commission in submission of the budget, or whether it is more appropriate for Ms. Bay and Mr. Bryant to compile same. The Commission agreed that Ms. Bay and Mr. Bryant will prepare a budget to present to the Water Commission for approval.

- C. Brief discussion was had regarding the annual review and update of the emergency plan (ERP); Mr. Bryant agreed to review same prior to the May meeting and Mr. Brasseur will add that review to the May agenda.

Long Term Projects:

- A. None

New Business:

- A. None

Water Commission Member Concerns/Comments: Mr. Bryant stated that the Water Commission updated rules and isn't sure what the status is of those changes. Mr. Bryant will provide the draft to Ms. Johnson to determine the status of its approval by the Board.

Adjournment: Mr. Kuhn made a motion to adjourn. Mr. Romick seconded the motion, which passed unanimously. The meeting was adjourned at 5:43 p.m.

Next Meeting: May 14, 2026, at 5:15 p.m. at the CSCD Office.

Respectfully submitted by Shena Johnson.