

Cordry Sweetwater Conservancy District
Water Commission Meeting Minutes
November 10, 2021
At CSCD Office & Via ZOOM

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

Present: K. Brasseur, D. Caudill, A. VonHoven (CSLOA), T. Adolay (via phone) **Absent:** T. Kuhn

Guests: Josh Bryant (CSCD)

Call it order: K. Brasseur called the meeting to order at 5:18 p.m.

Welcome New Member: Angie VonHoven was welcomed as a new member of the Water Commission representing the CSLOA. Angie replaces Alison Randolph, whose significant service is appreciated and will be missed.

Freeholder Concerns: None

Approval of Minutes: There was not a meeting in October, so the minutes from the September 9, 2021 meeting were reviewed. **Motion to approve minutes made by D. Caudill, seconded by T. Adolay. Motion passed unanimously.**

Financials: Financials through October, 2021 were reviewed. Per the Profit & Loss Statement there is a YTD profit of \$122,074.64. However, from a budget standpoint, if you look at the net operations costs and revenue generated, we are approximately \$66,555 under budget YTD (see attached spread sheet). It should be noted that both the amount of water purchased YTD from Prince's Lake (cost) and the amount of metered sales YTD (revenue) are less than budget, resulting in \$10,654 negative cash. Although this is not a huge concern, this is one area we should continue to monitor. Denise pointed out that account 923.1 (Outside Services Employed) was at \$16,727 ytd which is almost \$10,000 more than last year and is \$12,144 more than the ytd 2021 Budget. Further review indicates this is due to classification of costs rather than an overrun of costs. The ytd Budget for account 651 (Maintenance of Distribution System) is \$13,600 plus \$4,583 for acc 923 for a total budget of \$18,183. The ytd actual for acc 651 is \$332 and \$16,727 for acc 923 for a total of \$17,059. Thus, the total is \$1,124 under budget. The Balance Sheet (as of 10/31/21) indicated our current cash balance is \$166,910 (up from prior month of \$97,332), which is good since it is well above our \$50,000 goal. During the September meeting, there was discussion that we should investigate putting excess cash into an account which earns maximum return but still has flexibility. Ken discussed this with Brittany. Brittany agreed that made sense, but due to current low interest rates, there are not currently any investment options that earn significantly more. She will continue to evaluate ways to maximize our return. The Balance Sheet also indicated that our customer accounts receivables are \$46,490. This is misleading since water bills are not sent until about the 23rd of each month with payment due on the 17th of the following month. Judy Surface, our water clerk, indicated that the water customer accounts receivables continue to remain at less than \$2,500, which is acceptable. Judy continues to do a great job at collecting receivables and keeping them within an acceptable level.

Water Operator Report: 1) We are working on creating a main flushing and hydrant exercising program. 2) We have created district meter zones to help monitor our water losses. 3) In October, 7 water leaks were repaired. 4) Our SmartPoint Radios have been delivered which will be used to monitor & identify water loss. 5) Water loss for October was 43% compared to 39% for August. 6) Bynum Fanyo has 7 of the 12 meter installations completed. We anticipate all work will be completed by December 1st. 7) We have currently spent \$210,275 of the \$255,000 SRF Loan leaving an available balance of \$44,725. It is anticipated there is a total of \$38,700 remaining to pay which will leave about \$6,000 of unexpended funds.

Old Business: Review 2022 Water Utility Budget. There was a discussion of the proposed 2022 Budget which includes total revenue of \$760,705 and total expenses of \$722,496 for a positive difference of \$38,209. Following the discussion, a **Motion to approve the 2022 Budget was made by D. Caudill, seconded by T. Adolay. Motion passed unanimously.**

Long Term Projects: None

New Business: None

Adjournment: **Motion to adjourn made by A. VonHoven seconded by T. Adolay, at 5:55 p.m. Motion passed unanimously.**

Next Meeting: December 9, 2021 at 5:15 p.m. at the CSCD Office

Respectfully submitted by: Ken Brasseur