



**MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
ARABIAN ACRES METROPOLITAN DISTRICT**

January 18, 2023, at 5:30 P.M.

Via Telephone and Video Conference Call

In attendance were Directors:

Edith Coffman

Elizabeth Douglass

Lanny Hoel

Martin Lempecki

Jennifer Shepard (Excused)

Also in attendance were:

Rebecca Harris, WSDM

Lynn Willow, ORC

Elric Thurstonsen, Resident

1. ADMINISTRATIVE MATTERS

- a. Call to Order & Declaration of Quorum: President Coffman called the meeting to order at 5:30 PM and confirmed a quorum with Director Shepard excused.
- b. Confirm any Potential Conflicts of Interest: The Directors each confirmed there were no potential conflicts of interest.
- c. Discussion and Approval of the Agenda: Director Douglass moved to approve the Agenda as presented; seconded by Director Lempecki. Motion passed unanimously.
- d. Consider Approval of Meeting Minutes from December 21, 2022: After review, Director Lempecki moved to approve the Meeting Minutes from December 21, 2022 as presented; seconded by Director Douglass. Motion passed unanimously.

2. FINANCIAL MATTERS

- a. Review of Billing and Collection Status: Ms. Harris presented the Billing and Collection status.
- b. Review and accept the December 31, 2022, Unaudited Financial Status: Ms. Harris presented the December 31, 2022, Unaudited Financial Status. After review, Director Douglass moved to accept the December 31, 2022, Unaudited Financial Status; seconded by Director Lempecki. Motion passed unanimously.
- c. Review and Approve the Payment of Claims: Ms. Harris presented the Payment of Claims. She clarified there are four invoices for High Tide throughout the year, and they made the correction to the billing name on the invoice and will consolidate the invoices into one moving forward. Ms. Harris noted the new consolidated High Tide invoice amount is \$2,130. Ms. Harris added an invoice for \$4,814.13 for legal services for exclusions that includes the \$916 that was waived by Mr. Downie. She confirmed the \$4,814.13 was collected by exclusion fees. Director Lempecki moved to approve the High Tide invoice for \$2,130; seconded by Director Douglass. Motion passed unanimously. Director Douglass moved to approve the invoice for legal services in the amount of \$4,814.13; seconded by Director Lempecki. Motion passed unanimously.

Director Douglass moved to approve the Payment of Claims; seconded by Director Lempecki. Motion passed unanimously.

- d. Review Petition for Exclusion Revenue Versus Expense: There was no additional discussion.

3. MANAGEMENT MATTERS

- a. Discuss Amendment to Rules and Regulations: Ms. Harris discussed the proposed amendment to the Rules and Regulations regarding water tap requests and installation timeline. The amendment would allow the ORC to determine when the appropriate timeline is to install the water tap during winter months. Mr. Willow recommended that no taps be installed between October 15 – May 1 with flexibility at the ORC's discretion. Mr. Willow explained the risks associated with exposing the main line to winter temperatures. The Board discussed that the fee structure follows the most current adopted Resolution Regarding Fees, and requested the Rules and Regulations be modified to reflect that. Ms. Harris will present the Amendment to the Board for approval at the next meeting.
- b. Public Hearing on Petitions for Exclusions – None Scheduled: Ms. Harris reported that two petitions will be heard in March.

4. LEGAL MATTERS: There was no discussion.

5. OPERATIONS

- a. ORC Report: Mr. Willow presented the Operator's Report. Mr. Thurstonsen commented that he found no indication of freezing and the water came back on once the water was turned back on at the meter.
- b. Leak Data Report: There was no discussion.

6. PUBLIC COMMENT: Mr. Thurstonsen thanked everyone for what they have done and thanked Mr. Willow for his quick response to his water issue.

7. ADJOURNMENT: Director Lempecki moved to adjourn the meeting at 6:30 PM; seconded by Director Douglass. Motion passed unanimously.

THE NEXT REGULARLY SCHEDULED MEETING IS SCHEDULED FOR WEDNESDAY, FEBRUARY 15, 2023, AT 5:30 PM.

Respectfully Submitted,
WSDM District Managers

Rebecca Harris

By: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 18, 2023, REGULAR MEETING MINUTES OF THE ARABIAN ACRES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Edith Coffman

Elizabeth Douglass

[Elizabeth Douglass \(May 22, 2023 10:05 MDT\)](#)

Elizabeth Douglass

Lanny Hoel

Martin Lempecki

[martin lempecki \(May 24, 2023 10:24 MDT\)](#)

Martin Lempecki

Jennifer Shepard

[Jennifer Shepard \(May 22, 2023 18:10 MDT\)](#)

Jennifer Shepard