

## AGENDA/MINUTES

### CHISHOLM CREEK UTILITY AUTHORITY

April 28, 2022

Bel Aire City Hall, 7651 E. Central Park Ave. at 4:30PM

1. Call to Order
  - a. Brandi Baily called the meeting to order at 4:30 PM
2. Roll Call
  - a. Kyle Nordick called the roll: Members present were Brandi Baily, Jack Whitson, Justin Smith, Kyle Nordick, Jim Benage, and Greg Davied. Also present: Jacob Coy, Utility Manager and Michelle, attorney.
3. Adopt Agenda
  - a. Jim Benage made a motion to adopt the agenda, seconded by Jack Whitson. Motion passed, 6-0
4. Approve Minutes of March 24, 2022 Meeting
  - a. Jim Benage made a motion to approve the March 24, 2022 minutes, seconded by Kyle Nordick. Motion passed 6-0.
5. Public Forum
  - a. None
6. Reports
  - a. Commissioner Reports
    - i. None
  - b. Utility Manager Reports
    - i. Jacob Coy: Reviewed information in agenda packet with committee. The board would like Jacob to split the BOD and TSS samples and send to an additional lab to compare results.
  - c. Attorney Reports
    - i. None
  - d. Treasurer Reports
    - i. Appropriations
    - ii. Financial Reports
      1. Motion to accept treasurer's report by Justin Smith, seconded by Jack Whitson. Motion passed 6-0.
7. Audit Presentation by BT & Co.
  - a. BT & Co. reviewed information in packets given to committee members. Motion to approve the audit by Justin Smith, seconded by Jim Benage. Motion passed 6-0.
8. Bel Aire Presentation
  - a. Jennifer Kellogg, attorney, informed the committee that the City of Bel Aire has hired her to review original bond documents and make sure that all allocations were in line with governing documents.
9. Unfinished Business
  - a. CCUA Bylaws
    - i. Will be revisited.
  - b. CCUA PTO Policy

- i. No decision was made today. Will be revisited.
- c. SBR 3 Work
  - i. Motion to accept the SBR 3 Work by Dondlinger Construction subject to negotiations of contract made by Jim Benage, seconded by Kyle Nordick. Motion passed 6-0.

10. New Business

- a. Receive 2023 budget draft 1
  - i. Jacob indicated that chemicals have gone up but there are not a lot of changes. Will have a new draft at the next meeting.
- b. PO 6405 - Repair of Park City Well 1 pump by Layne Christensen Co. for \$8343.00
  - i. Justin Smith made a motion to approve PO 6405, seconded by Kyle Nordick. Motion passed, 6-0.
- c. PO 6406 - Well pump removal, pump inspection, well rehabilitation, TV Survey, and Pump Re-installation of CCUA #1 by Layne Christensen Co. for \$14,815.00
  - i. Jim Benage made a motion to approve PO 6406, seconded by Justin Smith. Motion passed 6-0.

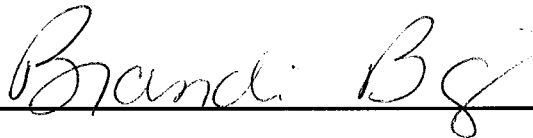
11. Executive Session

- a. Executive Session #1
  - i. None

12. Adjournment

- a. Jim Benage made a motion to adjourn, seconded by Greg Davied. Motion approved, 6-0. Meeting ended at 5:42PM.

Approved by the Board of Commissioners this 26<sup>th</sup> day of May 2022.



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Chairperson