

**SPRING CREEK IMPROVEMENT AND SERVICE DISTRICT**  
**Special Meeting Minutes**

<i><b>Date:</b></i> October 3, 2016 <i><b>Time:</b></i> 2:00 PM MDT <i><b>Location:</b></i> SCR Executive Conference Room
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**Attendees:**

Directors Present:                      Chris Harrison, Stephen Price, and Derek Goodson  
Homeowners Present:                  David Conine

**I.      Opening**

**A.      Call to Order and Determination of Quorum**

The meeting was called to order at 2:00pm. A quorum was established.

**B.      Introductions, Purpose of the Meeting, and Agenda – none needed**

**II.     Review and Approval of Minutes**

**A.      7/20/2016 Budget Hearing**

Motion to approve the minutes.

Motion:              Chris Harrison  
Second:             Derek Goodson  
Unanimous

**B.      7/20/2016 Annual Meeting**

Motion to approve the minutes.

Motion:              Chris Harrison  
Second:             Derek Goodson  
Unanimous

**III.    Financial Report**

Derek Goodson reported that the SCISD as at August 31, 2016, had collected assessments and late fees totaling \$25,120.34, and had a cash balance of \$359,424.15. Only the previously approved \$53,853.19 expense for the Wells Fargo Bond was reported. Outstanding bond and loan balance were reported – Wells Fargo Rand Bond - \$620,210, OSLI #119 (Water System) - \$376,120, and OSLI #122 (Water Meters) -

\$196,682. Thompson Palmer is working on the audit of the SCISD FY2016 accounts. Upcoming obligations to Wells Fargo and the Office of State Land Investment Fund for the water meter loan was reported – Wells Fargo Rand Bond - \$53,853 (Jan and July), OSLI #119 (Water System) - \$28,847 (May), and OSLI #122 (Water Meters) - \$12,293 (June).

Mr. Goodson reported that the SCISD is anticipating invoices from Frank Hess for work related to the JH Airport Board sewer agreement, and from Val Kotter for sewer cleaning and inspection. He reported that an invoice in the amount of \$100 for the Treasurer's Bond has been presented.

Motion to approve payment of the District's treasurer's bond in the amount of \$100.

Motion: Chris Harrison  
Second: Derek Goodson  
Unanimous

#### **IV. Old and New Business**

##### **A. Water and Sewer Systems**

1. Water meters that are inoperative, non-reporting, or not in place – deferred
2. Water usage reporting – deferred
3. Water system projects – none reported
4. Sewer cleaning and inspection

Stephen Price reported that Val Kotter is scheduled this week.

5. JH Airport connection update

Stephen Price reported that Frank Hess prepared the Resolution related to the Memo of Understanding and the Wastewater Collection and Transportation Agreement between the SCISD and the JH Airport Board. All of the Directors had previously signed the resolution. It was reported that the MOU and the Agreement had been executed, and that construction on the new lift station is likely to start in the spring.

6. Well #3

Stephen Price reported that no action has yet occurred for the design and permitting of Well #3. Mr. Price will be contacting Bob Norton at Nelson Engineering to get the project started.

A discussion about the cost of Well #3 and allocation of that cost ensued. Generally, all supported the concept that the Spring Creek HOA is considering for allocation of the water production costs, which is to allocate based on relative usage for the prior year. No action was taken,

and all agreed that more input and modeling was necessary to ensure an appropriate allocation.

7. Other

**B. Roads**

Stephen Price reported that no ongoing road projects were underway, and went on to note that chip sealing is likely to occur in the next 4-5 years as the need is determined. A discussion about the likely cost and source of funds then occurred. Mr. Goodson reminded all that the District includes in the general fund assessments funds for miscellaneous road and other future projects.

**C. Financial Matters**

**D. Other Business**

The process and procedures for the upcoming elections was discussed.

Motion: To appoint Frank Hess, Kathi Davis and Virginia Nowicki to oversee the counting of ballots.

Motion: Chris Harrison  
Second: Derek Goodson  
Unanimous

**III. Meeting Schedule and Adjournment**

Next meeting date – not scheduled  
Meeting was adjourned at 3pm