

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS
OF LITTLE THOMPSON WATER DISTRICT**

The Board of Directors of Little Thompson Water District (LTWD) met in a special session on Monday, February 26, 2024, for the purpose of a Rate Hearing. Attendance was as follows:

Board of Directors:

Emily McMurtrey, President, Present
Steven Brandenburg, Present – *Attended Via Phone*
Larry Brandt, Present
Ryan Heiland, Present - *Attended Via Zoom*
Ed Martens, Present - *Attended Via Zoom*
Bill Szmyd, Present - *Attended Via Zoom*
James J. Walker, Present

Staff in Attendance:

Amber Kauffman, District Manager
Angela Diekhoff, Business Manager
Judy O'Malley, Recording Secretary

CALL TO ORDER

President Emily McMurtrey called the meeting to order at 5:30 p.m.

ROLL CALL

It was moved by President McMurtrey, seconded by Director Ed Martens, to excuse the absence of Director Steve Brandenburg. Motion carried unanimously.

Roll call was taken. All other Directors were present.

Director Steve Brandenburg joined the meeting at 5:37 p.m.

AGENDA REVIEW

There were no changes to the agenda.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

President McMurtrey opened the Public Comments period. There were no public comments, and the Public Comments period was closed.

DISCUSSION ITEMS

Public Hearing: Action Item: 2024 Revised Rates Section 15.02.1 Schedule B – Water Rate Schedule:

President McMurtrey opened the Public Hearing. There were no public comments, and the Public Hearing was closed.

Business Manager Angela Diekhoff presented the following information to the Board:

- After reviewing the board approved rates for 2024 Staff found an error in the 5/8-inch standard and 3/4-inch estate residential taps monthly rates.
 - ❖ The current rates will be implemented for water used in January and billed in February.
 - ❖ The 5/8-inch standard tap tier rates are correct, but the gallons used, and the base rate are wrong.
 - ❖ The 3/4-inch Estate tap had a missing tier rate.
- Additionally, Staff originally increased the Base rates for non-residential taps by eight percent.
 - ❖ After reviewing the Rate Study from February 2023 Staff realized that Willdan had suggested higher increases to those tier rates.
 - ❖ To follow suit for revenue stability and tap equity Staff are adjusting those base rates to match the recommendations of Willdan.

Following discussion, **it was moved by Director Larry Brandt, seconded by Director Jim Walker, to approve the rates as presented to the Board effective February 27, 2024. Motion passed unanimously.**

It was moved by Director Ed Martens, seconded by Director Walker, to adjourn the meeting at 5:41 p.m. Motion carried unanimously.

Respectfully submitted,

Amber Kauffman