



Louviers Water and Sanitation District Board Meeting Minutes

The Board of Directors of the Louviers Water and Sanitation District held a meeting at 6:30 pm on March 24, 2026, at the Clubhouse and via Zoom.

Attendance

Board Members:

Matthew Collitt, President
Beca Connet, Treasurer
Vince Guerrie, Member
Jake Kennedy, Member – Excused Absence
Nick Pepping, Member

Public:

Hal Webster, Resident

Also in attendance:

Michael Gerstner, TST Infrastructure, District Engineer
Neil Schilling, Schilling & Associates, District Accountant
Jeff Erb, Erb Law LLC
Will Parker, Semocor
Sarah Shepherd, Circuit Rider of Colorado, District Manager
Sujata Trehan, Circuit Rider of Colorado, District Management

Call to order/agenda

The meeting was called to order at 6:39 pm by Director Collitt. The agenda was approved by acclamation.

Public Comment

Resident Hal Webster shared their situation with the Board regarding the water leak at their house. Discussion followed. Director Collitt noted that the District could consider a 12-month payment plan to help ease the situation. Neil Schilling noted that if a payment plan is set up, AmCoBi could possibly waive the late fees.

Upon a motion by Director Collitt and a second by Director Connet, the Board voted 4-0 to approve a 12-month payment plan for 7719 Louviers Blvd.

Management and Accounting will communicate with AmCoBi to ensure late fees are waived on the current fees, allowing the property owners to pay over the next 12 months.

The Board reviewed a request for an Additional Dwelling Units (ADUs) within the District. Discussion followed. Michael Gerstner, Jeff Erb, and Sarah Shepherd will put together additional information for the Board to consider regarding the addition of ADUs.



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Ongoing Items

- IGA – no update was provided at this meeting.
- No executive session was held.
- Colorado Water Conservation Board (CWCB) grant – no update was provided at this meeting. District management continues to reach out to provide updates to CWCB.
- Federally Directed Spending Update – The District has received an invitation to apply for a \$1 million non-competitive EPA grant. Sarah Shepherd has submitted a short form application to Representative Bobert's office and will apply to Senator Bennet and Hickenlooper as well for the next round of funding. Discussion followed.
- Colorado Mineral Impact Grant Application - The District has applied for Mineral Impact Grant and will apply for the remaining balance required in various Grants. Discussion followed. The District Manager and Engineer will be presenting on this grant request in early May. Outcomes should be known around June or July.
- Range Development/Dominion Water and Sanitation District update and ARPA/CDPHE Treatment System Update – Sarah Shepherd gave a brief outline of the current situation. Discussion followed.

New Business & Open Items

Operations:

Operators Report:

The Board reviewed the Operations Report presented by Will Parker. Discussion followed. Semocor will be preparing for the summer season. Some pest control may be necessary this year as well.

District Rules and Regulations:

Sarah Shepherd noted that additional items may be added to the Districts Rules and Regulations, including Purchase Order processes. Michael Gerstner noted that given the upcoming drought conditions, the District may wish to consider adding some conservation provisions to the rules and regulations. Discussion followed. Neil Schilling noted that with Federal funds coming in via grants, the District should have stringent purchasing processes. Discussion followed. The District will continue to update the Rules and Regulations documents in the coming months.

Construction update:

Engineer Report:

Michael Gerstner provided an update on the construction project. Progress is moving forward with updates posted on the kiosk and website weekly for streets that will be impacted and homes where connections are planned, as well as any challenging installations for lines and meters. Discussion followed. Final closeout of the conversion of the treatment system will be in place in April. The Board thanked Michael for his report. Director Collitt suggested that the District consider purchasing a cabinet to post notices.

Administrative Items:

Meeting Minutes:

Approval of Minutes from January 27, 2026.

Upon motion by Director Collitt and seconded by Director Guerrie, the Board voted 4-0 to approve the minutes, as presented.



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Financial Items:

Neil Schilling presented the disbursements for consideration.

Upon motion by Director Connet, and seconded by Director Guerrie, the Board voted 4-0 to ratify the February 2025 claims, as presented.

Upon motion by Director Connet, and seconded by Director Guerrie, the Board voted 4-0 to approve the March 2026 claims, as presented.

Neil Schilling reviewed the cash positions for the District.

Public Hearing for 2026 Manual Meter Reading Fee

Upon motion by Director Collitt, and seconded by Director Connet, the Board voted 4-0 to open the public hearing at 7:54pm.

No public comment was made.

Upon motion by Director Collitt, and seconded by Director Connet, the Board voted 4-0 to close the public hearing at 7:55pm.

The Board considered the Manual Meter Reading Fee Resolution. Discussion followed. AmCoBi will be given a list of homes that are not on a remote read meter around September or when the construction project is wrapping up, whichever is sooner, to begin assessing the fee.

Upon motion by Director Collitt, and seconded by Director Connet, the Board voted 4-0 to approve the Manual Meter Reading fee Resolution as presented.

Additional Board Member Items

Director Collitt noted that the Well House needs some fresh paint. District management will obtain some bids.

Director Adjournment

The meeting was adjourned by acclamation at 8:07 pm.

The next regular meeting is scheduled for April 21, 2026, at 6:30 pm.