

**CHERRY HILLS SANITATION DISTRICT  
THURSDAY, OCTOBER 12, 2023, 7:30 a.m.**

**Denny's  
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**PRESENT:** Board members, Mr. Steve Vessey, Mr. Danial Larsen, Mr. Randall Siddens, Mr. Robert Brown and Mr. Sean Rogers. Staff: Mr. Chuck Vessey, Mrs. Jeri Vessey, and Mr. Brad March. Absent, None. Excused: None, Guest attendee: Abbey Irvine, CPA  
The meeting was called to order at 7:30 a.m.

**APPROVAL OF AGENDA:** On motion by Mr. Siddens seconded by Mr. Brown the meeting agenda for October 12, 2023, was unanimously approved, with the agenda altered to move preliminary budget planning up on the agenda.

**APPROVAL OF SEPTEMBER 14, 2023, MINUTES:** On motion by Mr. Brown seconded by Mr. Siddens the September 14, 2023, minutes were approved unanimously.

**PRELIMINARY BUDGET PLANNING:** Abbey Irvine, CPA, Haynie & Co. CPAs  
The first draft of the budget was circulated. Revenue was not projected to change, and no rate increases were anticipated in the budget. In April of 2023 rates were raised 10%. Mr. March was asked to contact the City regarding processing charges for 2024, a 4% increase was anticipated in the budget. Generally, costs were otherwise increased by 5%. Mr. Chuck Vessey advised that all lift stations have been upgraded except for emergency services, and that emergency service upgrades have been problematic finding consultants. Wage increases were factored in at 5% with another employee over the summer, or longer, at \$40,000. The board was advised that staff anticipated finalizing the budget by December 2023. There was discussion surrounding a rate increase and the Board requested that the budget reflect a seven percent (7%) revenue increase for 2024. Motion by Mr. Siddens, seconded by Mr. Rogers, asking that the budget be revised for the November meeting was approved unanimously.

**FINANCIAL STATEMENTS FOR SEPTEMBER 2023:** Mr. Chuck Vessey  
Lots of locates again, mostly for fiber optics, and hydro cleaning being done. The financial statements were approved unanimously on motion by Mr. Siddens, second Mr. Rogers.

**DELINQUENT ACCOUNTS:** Mrs. Vessey  
Delinquent accounts balances increased from September of \$14,164.79 to October \$18,262.09. Mrs. Vessey was authorized to take action to send collection letters or to refer matters to Mr. March as she deems necessary.

Shut-off notices were authorized, at Mrs. Vessey's discretion, for the following customers: Schibler, Jones, Pacheco, Rura and Jeffery.  
Shut offs were approved unanimously on motion by Mr. Rogers, second by Mr. Larsen.

**MAINTENANCE:** Mr. Chuck Vessey  
General work. No backups.

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**SUCCESSION DISCUSSION:** Mr. Brad March

Mr. March spoke with Mr. Gatlin and Mr. Zick with Boxelder Sanitation and followed up Eric Potyondy with the City attorney's office. Mr. Zick suggested a meeting to discuss it, which Mr. March will schedule.

Mr. Steve Vessey had concerns with Mr. March's letter soliciting potential board applicants and suggested a simple statement that if there was interest in being on the board that Mrs. Vessey be contacted. Mr. March will get Mr. Vessey a revised letter.

Christmas dinner: Mr. Rogers suggested catering at his house this year and will get a quote before the next meeting. A possible date of December 13, 2023, was planned.

Next board meeting will be November 9, 2023, Mr. Siddens will be absent for the November meeting and is excused.

No further business coming before the Board, the meeting was adjourned at 8:16 a.m.

Respectfully submitted,

Jeri K. Vessey, Recording Secretary