

**Wilson Arch Water and Sewer Special Service District**  
**Regular Board Meeting**  
**November 20, 2025**

**Approved 11.20.25**

Attendance: Craig Simpson(C), Eric Lindscheid(E), Jim Kopp(J)

Association Accountant Valerie Gardner

- I. Eric called the meeting to order at 6:01 pm MDT
- II. Craig, Eric, and Jim are present, so a quorum is met.
- III. Approval of Minutes for Meeting from 11-6-25
  - Craig made a motion to approve the minutes
  - Jim seconded the motion
  - Motion passed unanimously
- IV. Approval of Agenda
  - C-made a motion to approve the agenda
  - J-seconded the motion
  - Motion Passed
- V. Community Member Comments
  - No comments
- VI. Project Updates
  - Austin Court Project
    - Existing 2- inch line will be replaced by 4-inch line, and a gate Valve will be installed to allow the water to be shut off. This will Be paid for by funds left over from the water improvement funds.
  - Well pump #3 on the East side will be replaced to increase pump rate and also to solve turbidity problems in the water.

**Wilson Arch Water and Sewer Special Service District**  
**Regular Board Meeting**  
**November 20, 2025**

VII. Draft Budget

- C discussed that that water usage will now be metered, and that Commercial lots will be billed at a higher rate
- Commercial lots will be billed per ERC, which will increase the Revenue of the SSD
- C went over the expense and reserve funds lines in the budget. Expenses that will likely increase in 2026:
  - Lab Tests Fees
  - Bookkeeping and Accounting Fees
  - Board Member Compensation for time spent in the operations of the system. It was noted that State Regulations allow up to \$5000 per year to be paid to Board Members in compensation. It was discussed to make these payments in an hourly rate if this is allowed by the State Regs.
- Debt Service Reserve is to pay annual obligation on the 30 year debt on the water improvement project. This is an interest free Loan payable at \$25,000 per year for 30 years, half of debt was forgiven.
- C said the budget reflects for goal of trying to add \$10,000 per Year to the SSD's reserves.
- Revenue reflects a 2% rate increase from the 2025 rates.
- C made a motion to approve the working budget
- J seconded the draft budget
- Motion passed.

VIII. C presented a table showing the proposed monthly water rates and how they will be billed on a tiered schedule

- After some discussion, C made a motion to increase the base monthly user rate, and the standby rate by 2% effective Jan. 2026, and use the tiered rates at the rates in the first chart.
- J seconded the motion

**Wilson Arch Water and Sewer Special Service District**  
**Regular Board Meeting**  
**November 20, 2025**

-Motion passed.

IX. Community Comments

-A community member thanked the Board for the two years of hard work on the improvement project that has stabilized the community water system

X. Board Comments

C-Asked community members to always feel free to come forward with any questions, or ideas that may help with the water and sewer systems.

XI. Next Meeting

Meeting on 12/18/25 to adopt 2026 budget.

Meeting Adjourned 7:29

In the fee schedule and will consist of a base charge of \$1500 which includes inspection and administrative costs, and the actual cost of materials and labor required for installation of the service connection, including fittings such as saddles on the main water line, pipe, valves, water meter pits, and other components. He also was considering making a change to make the payment due within 30 days. D&C did not think the owners should be given 30 days to pay, and that the fees should be paid before the work is done to connect to the water system. A discussion of this followed and the Board unanimously agreed to have the payment made before commencement of the work.

**Wilson Arch Water and Sewer Special Service District**  
**Regular Board Meeting**  
**November 20, 2025**

-A motion by E was made to approve an amendment to the amendment that makes the change to remove 3 & 4 and make the connection fee due prior to the commencement of the work for the connection fee. Motion was seconded by C and passed.

-A motion by E was made to approve the original Resolution 010-2025 with the amendment. C seconded and the motion passed.

**VI. Board Comments**

-C wants everyone to remind members of the community that we are a voluntary Board and doing the best we can. E made some comments about the system and the operations, and the obstacles that are faced, as well as the additional costs of testing that is required.

**VII. Meeting Adjourned**

Meeting Adjourned