

## Scofield Reservoir Special Service District

### MEETING MINUTES – December 4, 2025

#### IN ATTENDANCE:

#### OTHERS ATTENDING:

Jerry Zumbrunnen - Clear Creek  
K.C. Williams - Singleton  
Steve Carlson - Steve's Plumbing  
Scott Olsen - Forester-  
Rick Davis– Bolotas  
Val Johnson Vice Chairman – Campsite – Absent  
Rudy Metelko Chairman – S. West  
Geni Hawk, Secretary  
Soleil Marrelli, Administrator  
Christian Brynner - Attorney

The meeting was called to order at 10:00 a.m. in the 2nd floor Conference Room of the County Administration Building by Rudy Metelko.

1. Roll Call – See above
2. Review and possible approval of minutes from previous meetings  
  
Motion: Rick Davis  
Seconded: Scott Olsen  
Approved
3. Review of Financial Report – See attached -  
Motion: K.C. Williams  
Seconded: Jerry Zumbrunnen  
Approved
4. Public hearing on 2025 budget amendments – No amendments
5. Open and approve amendments to 2025 budget – No amendments
6. Public hearing on 2026 tentative budget -

Motion to open public hearing: K.C. Williams  
Seconded: Scott Olsen  
Approve

Discussion: Soleil – Stated the only change was the CIB loan to the state went from 10,000 to 11,000. She stated that every line item on the budget was under. Scott asked Steve if the maintenance budget was ok Soleil stated it was set at 36,500 and this year we did 30,408. Steve said that would be ok. Rick asked if the pumping costs to pump Paneer and Helston's was for pumping or electrical, Steve said it was for pumping. Rick asked if it was enough so we wouldn't have to adjust it. Christian said we budgeted 10,600 last year

and we used 6,515.00 so we should be ok. Christian asked if we went over what was budgeted last year and Soleil said no. Christian asked if the district had to use any reserves last year or were all expenses covered? Soleil said everything was covered and no reserves were needed.

Motion to close public hearing: Rick Davis

Seconded: Scott Olsen

Approved

7. Consideration and approval of 2026 budget

Motion to approve the 2026 Budget: Scott Olsen

Seconded: Rick Davis

Approved

8. Review and possible adoption of the 2026 meeting schedule

Motion: Scott Olsen

Seconded: Jerry Zumbrunnen

Approved

9. Discussion on amending the bylaws – Scott – Are we responsible for pumping Paneers and Trailer hook

Ups? Christian asked if we pump anyone but Helston's and Paneers? The answer was no. Christian did some looking and he did not find anything that would prevent the board from passing along extra incurred costs to resident and it that is the way the board wants to proceed he recommends passing an ordinance in the March meeting to pass along those cost and maybe a fee schedule. Soleil asked unless we find a contract? Rudy said we do not have a contract like that with Helsten's and Paneers. The board can vote on it then. Scott – Did the district install those tanks and Rudy said yes. Carbon County waived the fees and permits to install the tanks in 1988. Christian said giving them access doesn't mean they have to be assessed the same if they are incurring more costs. KC doesn't want the county to issue a building permit until we have a sewer permit, Soleil said she is making that happen now. Christian - It's not really connecting to anything it's more like a join the club fee. Scott – The burden of pumping is beyond their fee. Soleil will check everything that is pulling from the pumping fund. Soleil said valley tank's fee is 2,415. There is something else pulling from that account and Soleil will look into that to see what it is. Steve said he doesn't know of anything that Valley Tank is used for. The other tanks are pumped maybe every 2 year.

Motion to put ordinance on next agenda to pass along additional fees incurred for pumping: K.C. Williams

Seconded: Scott Olsen

Approved

10. Steve Carlson update on sewer system – No problems- Soon will be turning off pumps to Singletons due to  
Due to freezing and also, to Campsite.

11. Discussion on building permits and applications on the Pannier & Helsten properties – See documents. Rudy  
Stated they had all permits and connections. KC asked if we own the property and if we have the rights to  
add a tank? Rudy said we had an easement to do that and you can go back to the engineering company.

12. Discussion on adding another tank to Helsten's - K.C. asked if the district could even do that? Christian  
Asked if Helsten's even needed a tank? Steve said no but it would be less pumping. Would the cost to buy  
and install a tank be less than the fee's incurred. Steve said it would be around 8 or 10,000, the tank would  
cost 2,000. This item will be moved to next agenda. Christian said the district would still need to maintain it  
even if they put it in. was not sure if they would be allowed to pump themselves. Add this item to next  
agenda.

13. Discussion on how much Valley Tank is paid annually – Move this item to next agenda.

14. Discussion on possible changes to the amount of the annual billing – Rudy doesn't feel we need to  
Increase annual billing, no one disagreed. Annual billing will remain the same.

15. Election of new board member from Singletons – K.C. will continue to represent Singletons.
16. Other Business that may be brought before the Board: K.C. had a question regarding something that was Discussed in the planning and zoning meeting and something came up about shoreline and no Condos – he was referred to check with Doris or Todd in the Planning and Zoning department.
17. Adjourn  
Motion: Scott Olsen  
Seconded: K.C. Williams

  
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Rudy Metelko, Chair