

Warren County, Shenandoah Farms Sanitary District Advisory Committee

AGENDA

Meeting on 01/15/2026

Warren County Government Center Conference Room

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Call to Order; Roll Call

Rex Christensen; Chair
Craig Tabor; Vice-Chair
(*Vacant*); Secretary
Doris Harrington
Patrick Skelley
Amy Barnes

POSF Representative(s)

County Representative(s)

Public in Attendance

Introduction of New SFSDAC Member: Amy Barnes

Review Last Meeting's Minutes, Amend/Approve

Approve Agenda; Additions if Needed

Reports on Tasks From Last Meeting

- SFSD Budget: Mr. Christensen to draft a memo to the BOS forwarding the SFSDAC's recommendation to NOT increase SFSD sanitary district fees for FY2027, and that the SFSD yearly budget remain as per FY2026.
 - *Email sent 11/11/2025*
- SFSDAC New Member Recruiting: Mr. Tabor to forward a copy of the draft SFSDAC member recruitment solicitation to Mr. Stanmeyer for BOS approval prior to publishing or distribution.
 - *Email sent 11/11/2025.*
- Interest Earned on SFSD Funds Held By Warren County: Mr. Stanmeyer to research the disposition of any interest earned on SFSD funds held by Warren County.
- Simplified Financial Statements: Mr. Christensen to send an email to Mr. Berry with suggestions to incorporate into the simplified SFSD financial statement to be presented to the SFSDAC at meetings and published to the County website.

- Capital Improvements Engineering Study: Mr. Christensen to draft a memo to Mr. Berry outlining the proposed scope of this study.
 - *Email sent 11/11/2025.*
- New Development Adjacent to High Top Area and Impacts to SFSD Roads: Mr. Christensen to draft an email to Mr. Stanmeyer requesting County Attorney review and advice on a mechanism (such as collection of fees at the time of issuance of building permits) to be fairly compensated by users of SFSD roads who are not SFSD property owners and who do not contribute to the SFSD road maintenance through their sanitary district fees.
- SFSD Maintenance Crew Pay and Classification Parity: Mr. Christensen to draft a memo to Mr. Stanmeyer stating the SFSDAC's support for fair and equitable pay and classification of SFSD Maintenance Crew positions.
 - *Email sent 11/11/2025.*
- SFSDAC Progress Report: Mr. Tabor to update the existing draft report with figures from this meeting, and those to be provided by Mr. Berry, and forward a final draft to the SFSDAC members for approval prior to the 11/18/2025 BOS meeting.
 - *Mr. Tabor completed the initial draft, edits were incorporated, and Mr. Christensen sent the final draft to the BOS on 11/17/2025.*

Public Works Report

Public Discussion (Limit 3 Minutes Per Item/By Chair)

Old Business

- Proposed Simplified Financial Statements – status update/discussion
- Mission Statement – Approved by BOS?
- Proposed HR Study for Classification of Maintenance Crew and Pay Parity – status update.

New Business

- Water issues with new construction.
- New developments and use of SFSD-maintained roads by properties outside the SFSD; county requirements possible relief to the SFSD for said use of SFSD roads.
- Prioritization of SFSD roads for improvement in 2026.

Review Tasks

Adjourn