

CUCHARAS SANITATION AND WATER DISTRICT
16925 STATE HIGHWAY 12
CUCHARA, COLORADO 81055
Regular Meeting Minutes of the Board of Directors
May 13th, 2022

1. CALL TO ORDER:

Larry Dasenbrock opened the meeting at 9:00 am.

2. PLEDGE OF ALLEGIANCE:

The pledge of allegiance was led by Larry Dasenbrock

3. ROLL CALL:

LARRY DASENBROCK: Present

JAMES ALT: Present

RONALD BARBEE: Present via Telecom

DAVID GEORGE: Excused Absent

Staff present: Shannon Shrout, Shaylee Andreatta & Kristan Lowe

Visitors present: Nothing to Report

4. Oath of Officer:

Shaylee Andreatta recited the Oath of Officer Document. Larry Dasenbrock and Jim Alt repeated the oath and all board members agreed that a quorum had been met for today's meeting and they will swear Will Malbon in as the Director position at a later date. Larry Dasenbrock and Jim Alt with both serve a three year term, expiring in May 2025.

5. Election of Officers:

Jim Alt suggested the board hold a work session in the near future to discuss rolls and responsibilities and board positions. The board will meet once all directors are present. The board hopes to meet on June 6th, 2022.

6. Approval Of Agenda:

Larry Dasenbrock asked if there were any additions or changes to today's Agenda. Larry Dasenbrock explained the board will not make a motion regarding Section 5, Election of Officers until the board is able to complete the work session as earlier mentioned. Board members also agreed to postpone the discussion and approval of the GMS Consulting Inc. – Service Agreement for Project Needs Assessment (PNA) until all board members have enough time to properly review before signing the PNA.

7. MINUTES CORRECTION AND APPROVAL: April 8th, 2022 Regular Meeting Minutes:

Board members reviewed the April 8th, 2022 Regular meeting minutes prior to today's meeting. Larry Dasenbrock asked if there were any changes or additions needed. There were none.

Jim Alt made a motion to approve the April 8th, 2022 Regular Meeting Minutes as presented. Ron Barbee seconded the motion. All in favor. Motion carried.

8. TREASURER'S REPORT:

Jim Alt reviewed financial documents for April 2022 with the board and gave them a chance to ask questions. Jim provided an overview of the cumulative items through March and reviewed page 1 of the printed documents. He mentioned he and Shaylee Andreatta have been working to amend January, February and March treasurer's reports, as a result of the 2021 audit adjustments. Jim explained that all adjustments have been made. All board members have been provided a copy of the amended reports for review prior to today's meeting.

Larry Dasenbrock made a motion to approve the January, February and March 2022 Treasurer's Report as amended. Ron Barbee seconded the motion. All in favor. Motion carried.

Jim explained the capital income account reflects decrease in the net asset value of the Colotrust Edge accounts, as the interests rates have changed. Jim also mentioned the district is anticipating making a payment on interest and principal for the loan payment that is due in May. He spoke briefly regarding unrealized loss regarding capital interest and the rapid interest rates. Jim mentioned he spoke with the representative who handles the CSWD Edge accounts and it was explained that this was expected to happen and that the portfolio yield will increase as interest rates rise. Jim stated that overall April has been a typical month and that operating income is in line with the budget.

Larry Dasenbrock made a motion to approve the April 2022 Treasurer's Report as presented. Ron Barbee seconded the motion. All in favor. Motion carried.

9. **PUBLIC FORUM:** Nothing to Report

10. **REPORTS OF OFFICERS, COMMITTEES PROFESSIONAL CONSULTANTS and STAFF:**

a. **Operations Status Report: Reported by Shannon Shrout, Detailed Report Attached**

b. **Administrator Report: Reported by Shaylee Andreatta, Detailed Report Attached.**

c. **Water Stewardship Committee Report:**

Larry Dasenbrock provided a brief update regarding the Huerfano County Water Conservation District (HCWCD). He attended the meeting regarding the collaborative. He encouraged all board members to read the last 4 weeks of information posted by Carol Dunn in the World Journal to get a better understanding river flows, concerns and plans for the future. The minutes have been posted on the HCWCD website. Topics included the cost estimates for Bruce Canyon and information regarding the new 50% design. Larry stated that he is not aware of any funding requests as of today but that he anticipates they will make a formal request. Jim Alt suggested speaking with the CSWD water attorney, Stuart Corbridge of Vranesh and Raisch to help determine whether the district should continue to participate in the storage collaborative.

d. **Legal Case Updates:**

Jim Alt provided an update and explained that there are no new cases and that no action is needed by the board at this time. He reviewed the email update provided by Stuart Corbridge of Vranesh and Raisch and briefly reviewed each case. He did make board members aware of an upcoming case, 21CW3084 that will need comments made by opposers by July 19, 2022 and stated Stuart Corbridge will assist with the diligence applications regarding Britton and White Creek reservoirs. Ron Barbee suggested the board review the ponds' inlets and outlets to possibly include maintaining them in the budget for 2023.

e. **Rules and Regulations Committee report:**

Jim Berg stated the Rules and Regulation's document is under review and that he has been working with Shannon Shrout and Kristan Lowe to finalize revisions needed in section 6. The committee hopes to have the section ready for approval at the next board meeting. Kristan Lowe has incorporated all of the documents that Rheanne Velie had been working on and merged them into one document that is now being revised.

f. **Personnel Committee: Nothing to Report**

g. **Personnel Policy Committee: Nothing to Report**

h. **Information Technology Update:**

Jim Alt is working with Hayden Alworth (Computer Kernel) to resolve problems with the Base interface unit of the new temperature logger being used at the wastewater treatment plant. He mentioned the problem is with the Base unit's USB computer communications. Jim will share the results with Shannon Shrout to ensure the device is communicating properly. Hayden and Jim are continuing to work on the network problems regarding the CSWD street camera available for live stream on www.cuchara.org. Hayden is working on the ability to share the codes with the CSWD provider Streamline. Lastly, Jim advised the board that that new Dream Station workstations have been ordered and will arrive in June. Hayden Alworth (Computer Kernel) will assist with installation. He hope to have repaired the old laptop from the Business Administrator's office and eventually put it back in operation at the Wastewater Treatment Plant.

i. **Reports of Officers:**

Board members discussed the funding request for the Congressional Directed Spending Application, assisted by GMS Consulting Engineers. Larry Dasenbrock attended the Huerfano County Commissioners May 3rd meeting and made an official request on the behalf of CSWD. The commissioners agreed to provide their support and requested Larry provide them with plans for the project. The World Journal also published the support in a recent newspaper article.

11. OLD BUSINESS:

- **Job Safety Analysis –Nothing to Report**
- **Bake Creek Plant Project Update:** Jim Alt provided a brief update and explained they need to review the recent PNA service agreement with GMS before signing.
- **Lien Status Update:**
No payment made as of today's meeting. There has been chatter that the property might be under renovations/for sale. A buyer named Andrew, no last name called and asked for the amount of the lien and said he planned to make a payment.

12. NEW BUSINESS:

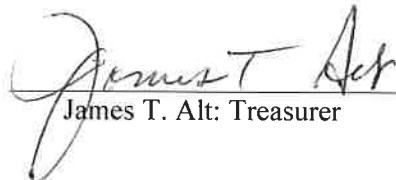
- **Hydrant Move/Removal – Willard Ander and Dave Barclay:**
Board members discussed the 3 options previously presented to Willard Ander. The board consulted with GMS and ensured the hydrant was placed properly and according to plans. The board decided it is best to inform Willard to move forward at his own cost with either leaving it, removing it or relocating it. Shannon Shrout will advise Willard to consult with nearby homeowners and the La Veta Fire Protection District to ensure the outcome is up to Huerfano County requirements. Shannon will also help Willard get in touch with RMS Utilities if he decides to move forward. Board members agreed there is nothing further to discuss regarding Dave Barclay and the matter had been decided upon at a previous meeting.
Jim Alt made a motion for CSWD to inform Willard Ander that the board has concluded the proper placement of the hydrant and that he could move forward at his own cost. Ron Barbee seconded. All in favor. Motion carried.
- **Non-Disclosure Agreement:**
Jim Alt provided a brief description of the Non-Disclosure agreement and explained it had been drafted by the CSWD attorneys at CCFWU. Jim Berg will sign and Shaylee will provide the signed copy to the attorneys.
Jim Alt made a motion to approve and move forward with the signatures regarding the Non-Disclosure letter drafted by CCFWU for Jim Berg. Ron Barbee seconded the motion. All in favor. Motion carried.
- **GMS Consulting Inc. Service Agreement for Project Needs Assessment (PNA):**
No motion today. Board needs more time for review.

13. ADJOURNMENT:

Jim Alt made a motion for an adjournment of today's meeting. Larry Dasenbrock seconded the motion. All in favor. Motion carried. The meeting was adjourned at 11:37 am.


Larry Dasenbrock: Chairman


David George: Vice Chairman


James T. Alt: Treasurer


Ronald Barbee: Secretary