

CUCHARAS SANITATION AND WATER DISTRICT (CSWD)
16925 STATE HIGHWAY 12
CUCHARA, COLORADO 81055
Minutes of the Board of Directors Regular Meeting
May13th, 2026

- **Call to Order:**

Steven Davis called the meeting to order at 1:00 pm

- **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Steven Davis.

- **ROLL CALL:**

Steven Davis- Present

Chris Smith – Present via Zoom at 1:11 pm

Carolyn Rominger – Present

Dona Taylor – Present

Hollis “Buzz” Ginn -Present

Staff present: Terry Sykes and Julia Shrout

Visitors present: Michael (last name not shared) and Larry Dasenbrock, both via Zoom

- **Approval of May 13th, 2026 Regular Board Meeting Agenda:**

Steven asked if there were changes or additions to today’s agenda. There were none.

Carolyn Rominger made a motion to approve the May13th, 2026 Regular Board meeting agenda as presented. Dona Taylor seconded the motion. All in favor. Motion carried, 4/0.

- **Approval of April 8th, 2026 Regular Board Meeting Minutes:**

The Board reviewed the April 8th, 2026 Regular Board Meeting Minutes before today’s meeting. Steven asked if there were any changes or additions. There were none.

Carolyn Rominger made a motion to approve the April 8th, 2026 Regular Board Meeting Minutes as presented. “Buzz” Ginn seconded the motion. All in favor. Motion carried, 4/0.

- **Treasurer’s Report -Review & Approval of April 2026 Treasurer’s Report (TR):**

Carolyn Rominger reported that the Treasurer’s Report for April 2026 shows that it was a great month. Service fees were \$78,688, which was about \$660 shy of what was budgeted. The four-month total for service fees was \$289,400, which is \$5,000 ahead of budget. The District received a big chunk of Property Tax Revenue of \$22,677. The YTD amount on Property Tax is \$77,597, \$7,106 over budget. The total income for April was \$94,833, \$6,925 higher than budgeted for a total of \$374,393 for YTD. Salaries were \$1,000 over budget, with \$1,419 total over budget for YTD. There have been changes made to the budget for additional payroll in some months, but with some turnover, the budget seems to be close. Chemicals are way over on budget, but the YTD is really close to budgeted. The legal expense, office expense, and professional services spent are under budget. Total expenses for April were \$57,935, with YTD being \$266,000. The District had a couple of big capital expenses to Carrigan for \$43,791 and Meyer & Sams for \$31,751 for the Baker Creek Water Plant. The \$75,000 does show in the Capital Expense report on a separate page. That amount also shows in the loan proceeds. The Trend Chart looks good and has kind of leveled out. The checking account balance is almost \$168,000. The month-end reserve balance shows \$947,000. The loan balances will change next month because of the loan payments that were made on May 1st. Overall, April was a good month.

Dona Taylor made a motion to approve the April 2026 Treasurer Report as presented. “Buzz” Ginn seconded the motion. All in favor. Motion carried, 4/0.

- **Public Forum:**

Larry Dasenbrock thanked all the Board members for their service on the Board of Directors.

- **REPORTS OF OFFICERS, COMMITTEES, PROFESSIONAL CONSULTANTS, and STAFF:**

- a. **Operations Status Report: Operations items reported by General Manager (GM) Terry Sykes**

Terry Sykes reported the District made 1.3 million gallons of water in April 2026, with an average of 44k per day, and the highest day being 86k. There have been 32 YTD meter change-outs. The crew applied 24,000 gallons of sludge on Ron Jameson's field for the Spring land application. The Reg 85 was submitted. It was due on April 15th. Terry explained to the Board that the Reg 85 report is a compilation of information obtained throughout the year on the wastewater operations. This is a requirement to tighten regulations on nutrients, phosphorus, and nitrogen. The fire extinguisher testing and maintenance have been done. There were some pump issues at the Peaks Water Plant. A new Level Control Transmitter was installed to fix the problem.

b. Administrator Report: Reported by Business Administrator Julia Shrout

Julia reported the 2025 Audit started on Monday, May 11th. Everything is going smoothly so far. It is time to renew the HRA with TASC. The Board agreed it was important to keep the benefit for the district employees. Julia will renew TASC for another year. She also reported that she received another letter stating that the monthly funding was increasing again. It will be \$1,412.00 each month beginning in May 2026. Julia spoke with Lauri at GMS about the CDPHE Loan. Lauri told her that if the District doesn't use the full loan amount, the amortization schedule will be updated to reflect the actual amount given to the District. Julia reported that all 3 loans were paid on May 1st.

c. Water Stewardship Committee Report:

Steven reported there were no new minutes posted on the Huerfano County Conservancy District website. There was nothing new to report.

d. Legal Case Updates:

Board members reviewed a status email from water attorney Stuart Corbridge of BHGR. The Tres Valles West Owners Association is trying to perfect their water rights. They would like to make the storage and exchange rights decreed in Case No. 10CW35 absolute for all uses. The bottom line is the District's water rights are senior to their water rights. This really couldn't effect us because it's downstream. Steven spoke with Stuart about the case. Stuart is going to send an email for a justification for why they are perfecting the water rights. Steven implied the District doesn't need to spend any money on this if it doesn't effect the District. There is nothing new to report about the Walsenburg case. There are no other water matter pending that need any input from Stuart or the Board.

e. Executive Committee Calendar:

Buzz Ginn will be the rotating member for the Executive Committee and will be available from May 13th, 2026 through June 10th, 2026.

f. Personnel Committee Update

Terry Sykes reported that the district is again looking for a Receptionist/Billing Clerk for the office. There are several prospects, and he hopes to do some interviews for the position soon.

g. Information Technology:

Nothing to report.

h. Reports of Officers:

Nothing to Report.

• OLD BUSINESS:

• Baker Creek Plant Project Update:

The state electrical inspector was at the Baker Creek Plant on Tuesday to do the final inspection, and the plant passed inspection. Carrigan was also at Baker Creek on Tuesday and completed several of their tasks. Filter Tech has been at the plant and is still at the plant. There was a setback in timing because the pH and temperature sensor that the state approved was found to be obsolete. Filter Tech installed the new sensor on Tuesday, and they are working on getting it dialed in. A 24-hour BacT sample was pulled and has been sent to the lab. Once those results come back, the water can be sent to folks. There is still more training on the system that the guys will need to complete.

• Wastewater Treatment Plant Headworks Project

Steven presented a PowerPoint presentation to DOLA for the \$500,000 grant. They came back asking what the minimum number was so the District would be able to move forward with the Headworks project. There were more people at the presentation asking for money than DOLA had to give. After looking at the District's reserves and what it is going to cost to replace the Headworks, Terry and Steven decided they would ask for \$150,000. That will help to replace the bar screen which is the dirtiest part for the guys to deal with. Then, pursue the grit removal next year. Steven talked to Alice Arsenault, our

engineer at Element Engineering, and she believes the District will still get the grant for the engineering for the Headworks project, which is a separate grant. The engineering will be done for both elements that need to be replaced. The District currently has \$85,000 in sewer tap fees that can only be used for wastewater capital projects. Hopefully, with the money from DOLA and some of the District reserves, the project can move forward with replacing the bar screen.

- **New Business:**

- a. **Resolution 2026-03 REVISED Cucharas Sanitation & Water Districts First National Bank in Trinidad Accounts Responsibilities**

Board members determined staff member roles and responsibilities for banking activities at First National Bank in Trinidad. The board reviewed Resolution 2026-03. They agreed to approve Terry Sykes, General Manager, and Julia Shrout, Business Administrator, to *prepare* ACH transfers to and from CSWD bank accounts to and from customers, vendors, and employees' personal bank accounts. Board members approved Board Treasurer, Carolyn Rominger; Board President Steven Davis; and General Manager, Terry Sykes, to approve all ACH transfers. Board members approved Terry Sykes, General Manager, and Julia Shrout, Business Administrator, to obtain FOBs for online banking access. The Board approved Julia Shrout, Business Administrator, Terry Sykes, General Manager, Carolyn Rominger, CSWD Board Treasurer, and Steven Davis, CSWD Board President, to sign checks written from all FNBT accounts. *Lastly, Board members agreed to remove the previous Treasurer, James Alt, the previous Board President, Larry Dasenbrock, the previous Secretary, Ron Barbee, the previous Receptionist, Kristan Lowe, and Board Vice-President Christopher Smith from all banking activities.* This resolution shall remain in effect until it is superseded.

Dona Taylor made a motion to approve Resolution 2026-03 REVISED, Cucharas Sanitation & Water District First National Bank in Trinidad Account Responsibilities as presented. Buzz Ginn seconded the motion. All in favor. Motion carried, 5/0.

- **Executive Session pursuant to C.R.S.**

Executive Session was not entered

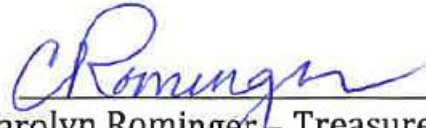
- **Adjournment:**

Buzz Ginn made a motion for an adjournment of today's meeting. Dona Taylor seconded the motion. All in favor. Motion carried, 5/0. The meeting was adjourned at 1:40 pm. The next regular board meeting will be held on June 11th, 2026 at 1:00pm.


Steven Davis - President


Chris Smith - Vice President


Hollis (Buzz) Ginn - Director at Large


Carolyn Rominger - Treasurer


Dona Taylor - Secretary