

CUCHARAS SANITATION AND WATER DISTRICT (CSWD)
16925 STATE HIGHWAY 12
CUCHARA, COLORADO 81055
Regular Meeting Minutes of the Board of Directors
March 10th, 2023

1. **CALL TO ORDER:**

David George opened the meeting at 9:01 am

2. **PLEDGE OF ALLEGIANCE:**

The pledge of allegiance was led by David George

3. **ROLL CALL:**

LARRY DASENBROCK: Absent (Excused)

DAVID GEORGE - Present

JIM ALT - Present

STEVEN DAVIS – Present

RON BARBEE: Present

Staff present: Shaylee Andreatta & Kristan Lowe

Visitors present: Chris Smith (Cuchara Mercantile)

4. **Approval of Agenda:**

David George asked if there were any changes or additions to today's agenda. There were none.

Jim Alt made a motion to approve the March 10th, 2023 agenda as presented. David George seconded the motion. All in favor. Motion carried, 4/0.

5. **MINUTES CORRECTION AND APPROVAL: February 10th, 2023 Regular Meeting Minutes:**

Board members reviewed the February 10th, 2023 Regular Meeting Minutes prior to today's meeting. David George asked if there were any changes or additions. There were none.

Jim Alt made a motion to accept the February 10th, 2023 Regular Meeting Minutes as presented. Steven Davis seconded the motion. All in favor. Motion carried, /0.

6. **TREASURER'S REPORT:**

Jim Alt reviewed financial documents for February 2023 and gave board members a chance to ask questions. He provided an overview of the cumulative items through February and reviewed page 1 & 2 of the treasurer report documents. He explained the information reflected shows the 2023 actuals against the approved budget. The expenditures for March were under budget and there were no capital purchases made. Jim reminded the board members of the upcoming loan payments that will be due in May 2023 and stated the reserve accounts will cover the debt owed. Jim went over the balances on the ColoTrust account balances and stated that the interest rates were favorable. Regarding the property tax revenues, Jim stated the revenue will catch up throughout the year and that the totals are usually right in line with the budget. Board members discussed the salary line item and it was explained that the numbers are lower than projected due to the open office positions.

Steven Davis made a motion to approve the February 2023 Treasurer's Report as presented. Ron Barbee seconded the motion. All in favor. Motion carried, 4/0.

7. **Public Forum:** Nothing to report

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

a. **Operations Status Report: Reported by Shaylee Andreatta, Detailed Report Attached**

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

c. **Water Stewardship Committee Report: Nothing to report**

d. Jim Alt attended the HCWCD meeting on February 24th, 2023 and provided a brief update. He went over some items from the meeting minutes posted on the HCWCD website. He explained the committee was having difficulties obtaining an easement from the owner of the former Cucharas reservoir #5 and that the monitoring well installation which is a state requirement, has been delayed. Board members discussed the HCWCD exchange operations. Jim Alt went over the decreed exchanges and explained the annual plan for HCWCD to request CSWD push water up to the Britton ponds and store temporarily. Jim Alt recommends exercising the CSWD release mechanisms and having the field workers inspect and repair the Britton Ponds release mechanism if needed. Jim will compile a list of repair items for the field workers if necessary. Lastly, Jim explained HCWCD was still working on seeking a grant funded by the Walton Foundation. Shaylee Andreatta advised the board that Doug Brgoch retired and that Alec Hernandez has taken over temporarily as the Water Commissioner for parts of Division 2 in Huerfano County.

has been hired on. The decision was made at the February meeting to allow one field worker to attend and the board is unable to approve any other employees at this time. No motion was made as this was voted on at last month's meeting.

- **CSWD Facilities Security Plan:**

Steven Davis has some links to share detailing best practices. He plans to set up a call with Homeland Security to try to arrange an appointment for them to tour the CSWD facilities. Board members discussed the need for some extra security and determined a committee shall be formed to go over priority items. The committee will include the new Business Administrator, Steven Davis, Glenn Hillis and Jim Alt.

10. Executive Session as needed pursuant to C.R.S. §24-6-402 (4)(f).

Board members briefly discussed the need to move into Executive Session to discuss personnel matters. No votes or decisions will be made in Executive Session and employees and meeting visitors were asked to leave. The voice recorder was stopped and a new recording began for the Executive Session.

Steven Davis made a motion at 10:08am to move into Executive Session to discuss personnel matters pursuant to C.R.S. §24-6-402(4)(f) Jim Alt seconded the motion. All in favor. Motion carried, 4/0.

Board members reconvened into Regular Board meeting at 11:57 am. No decisions or votes were taken during Executive Session.

- **Steven Davis made a motion to proceed with the hiring of a General Manager for CSWD and to remove the previous job ad for an Operations Superintendent. David George seconded the motion. All in favor. Motion carried, 4/0.**

11. NEW BUSINESS

- **Account Contract Discussion – Wilklow & Associates:**

Shaylee Andreatta provided a copy of the engagement letter and contract received from Wilklow & Associates. She went over pricing options and commitment details. Jim Alt suggested researching this a bit further and also seeking out a second option to compare to.


- **Request to change Board Meeting date from April 14th to April 7th, 2023.**

Jim Alt explained he will be unable to attend the meeting planned for the 14th of April and asked board members if it would be okay to meet 1 week prior. Board members all agreed to meet on April 7th, 2023 instead.

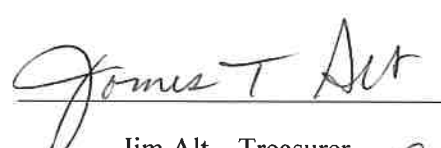
Jim Alt made a motion to change the April Board meeting from the 14th to the 7th as discussed. David George seconded the motion. All in favor. Motion carried, 4/0.

12. ADJOURNMENT:

Jim Alt made a motion for an adjournment of today's meeting. Steven Davis seconded the motion. All in favor. Motion carried, 4/0. The meeting was adjourned at 2:00 pm.


Larry Dasenbrock: President


David George: Vice President


Jim Alt – Treasurer


Steven Davis: Secretary


Ronald Barbee: Director at Large