

**Cucharas Sanitation and Water District**  
**16925 STATE HIGHWAY 12**  
**CUCHARA, COLORADO 81055**  
**Special Meeting – Work Session Minutes of the Board of Directors**  
**August 5th, 2022**

**1. Call to Order**

Larry Dasenbrock opened the meeting at 8:05 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 phone

DAVID GEORGE: Present

STEVEN DAVIS: Present

**Staff present:** Shannon Shrout, Shaylee Andreatta & Kristan Lowe

**Visitors present:** None

**4. Board Member Roles & Responsibilities Discussion**


Board members discussed the roles and responsibilities of the Board of Directors. The members discussed five responsibilities: operations, human resources, legal, finance, and long-term strategy. Operations responsibilities such as equipment life cycle planning, failure/replacement forecast, routine testing, safety, Rules and Regulations, and CSWD By-Laws will be followed by Steven Davis and David George. Larry Dasenbrock and David George will take responsibility of human resources which includes salaries and benefits, retention, personnel policies, and code of ethics. Jim Alt and Larry Dasenbrock will oversee all legal responsibilities which include filing with potential CSWD impact, filing system for legal documents, yield study, EQR analysis, and the Huerfano County Water Conservation District. The finance section will be under the responsibility of Jim Alt and Ron Barbee, these responsibilities include banking and investment, annual budgeting, annual balance sheet review, audit support and review, monthly treasurer's reports, annual insurance review, and bi-annual insurance review. Lastly, Steven Davis, Jim Alt, and Ron Barbee will all oversee long term strategies which include rates and rate study, capital planning, facility management and asset preservation, infrastructure planning and expansion as well as technology advancement.

**5. Discuss Director Positions**

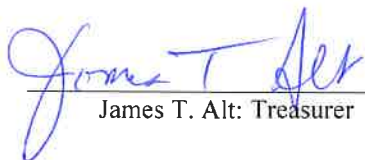
Members discussed Director Positions in which Larry Dasenbrock stated that he would like to remain as President. David George will remain as Vice-President. Jim Alt will remain as Treasurer, Steven Davis will take over the roll as Board Secretary, and Ronald Barbee will be the Director at Large.

**6. Adjournment**

**Jim Alt made a motion for an adjournment of today's meeting. David George seconded the motion. All in favor. Motion carried. The meeting was adjourned at 10:00 am.**

  
Larry Dasenbrock: President

  
David George: Vice President

  
James T. Alt: Treasurer

  
Steve Davis: Secretary

  
Ronald Barbee: Director at Large