

CUCHARAS SANITATION AND WATER DISTRICT (CSWD)
16925 STATE HIGHWAY 12
CUCHARA, COLORADO 81055
Regular Meeting Minutes of the Board of Directors
September 15th, 2023

1. **CALL TO ORDER:**
Larry Dasenbrock opened the meeting at 9:01 am
2. **PLEDGE OF ALLEGIANCE:**
The pledge of allegiance was led by Larry Dasenbrock
3. **ROLL CALL:**
LARRY DASENBROCK: Present
JIM ALT – Present via Telecom
STEVEN DAVIS-Present
RON BARBEE-Present
CHRIS SMITH-Present
Staff present: Julia Shroust & Jaycee LaGow
Visitors present: Marshall Moore
4. **Approval of Agenda:**
Larry Dasenbrock asked if there were any changes or additions to today's agenda. There was none.
Steven Davis made a motion to approve the September 15th, 2023 agenda as presented. Chris Smith seconded the motion. All in favor. Motion carried, 5/0.
5. **MINUTES CORRECTION AND APPROVAL: August 4th, 2023 Special Meeting Work Session:**
Board members reviewed the August 4th, 2023 work session minutes draft prior to today's meeting. Larry Dasenbrock asked if there were any changes or additions. Jim Alt confirmed his comments have already been added to the draft.
Ron Barbee made a motion to approve the August 4th, 2023 Special Meeting Work Session Minutes as presented. Steven Davis seconded the motion. All in favor. Motion carried, 5/0.
6. **MINUTES CORRECTION AND APPROVAL: August 11th, 2023 Regular Meeting**
Board members reviewed the August 11th, 2023 Regular Meeting Minutes prior to today's meeting. Larry Dasenbrock asked if there were any changes or additions. There were a change made to Section 9, Old Business. Board member Larry Dasenbrock asked that it be removed as staffing issues have been resolved.
Larry Dasenbrock made a motion to accept the August 11th, 2023 Regular Meeting Minutes as amended. Staff made changes to minutes during today's meeting. Chris Smith seconded the motion. All in favor. Motion carried, 5/0.
7. **Public Forum:**
Marshall Moore asked the board to research the utility easements near the Rainbow Ridge area. Marshall said there are vehicles that he believes to be illegally parked. He asked if the district had a policy regarding subdivisions that are lacking water and sewer infrastructure.
8. **Treasurer Report September 2023:**
 - **Discuss and Approve August 2023 Treasurer's Report**
Jim Alt reviewed financial documents from August 2023 and gave the board members a chance to ask questions. He provided an overview of the cumulative items through August and reviewed page 1 & 2 of the treasurer report documents. Julia Shroust explained a negative number from line item 7051. Professional Services is showing a credit because of money received from a DOLA Energy and Mineral Assistance Grant. Julia will confirm where this item has been entered in years past and confirm she has applied it to the correct line item in QuickBooks. Jim Alt briefly explained the cost breakdown for blower items and meter purchases. He mentioned the property tax revenue is up and that net operating income is good. Lastly, Jim Alt went over the trend chart and explained end of year reserve balances were looking strong. The district is in good standing and August was a good month.
Chris Smith made a motion to accept the July 2023 Treasurer's Report as presented. Ron Barbee seconded the motion. All in favor. Motion carried, 5/0.
9. **REPORTS OF OFFICERS, COMMITTEES PROFESSIONAL CONSULTANTS and STAFF:**
 - a. **Operations Status Report: Operations items provided by Terry Sykes**
General Manager Terry Sykes provided an update regarding happenings in the field. He mentioned that he had a meeting with resident Jim Littlefield, who spoke on behalf of the neighbors around the Panadero subdivision. Jim explained there had been home burglaries happening and that the community rallied to install license plate recognition cameras in various locations. Terry updated the board members regarding the hydrant flushing schedules.

b. **Administrator Report: Reported by Julia Shroul, Detailed Report, See Attachment**

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

Jim Alt attended the August 28th, 2023 Huerfano County Water Conservancy District meeting and said the discussion was mostly regarding river flow reports. Jim mentioned the 'Boyd Ranch' read was low. Jim mentioned there was an introduction of the new water commissioner for Huerfano County District 2. Ed Diemer, District 16 commissioner and who reports to Jeff Montoya, Doug Brgoch's replacement. Jim explained there is nothing new to report on the Collaborative.

d. **Legal Case Updates**

Jim Alt explained that there are new cases or applications and no action is needed by the board at this time. Jim reviewed the email update provided by Stuart Corbridge of Vranesh & Raisch and explained that Stuart opposed on case 21CW3034 and that a decree would be entered later this week. Jim explained he plans to have a meeting with Stuart to discuss the EQR status within the CSWD district. He and former board chair, Jim Berg plan to meet on September 28th, 2023 and plan to invite Stuart to meet with them on October 2nd, 2023 to discuss their findings. Jim Alt asked the other board members to please share any other lawyer related agenda topics with him prior to Monday's meeting.

e. **Rules and Regulations Committee report: Nothing to Report**

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

g. **Information Technology Update: Nothing to Report**

• **Reports of Officers: Nothing to Report**

10. OLD BUSINESS:

- **Baker Creek Plant Project and Diversion Headgate Upgrade:**

Terry Sykes and Jim Alt provided updates. The grading has been completed. The next step is to pour concrete. Dave from Mackey construction advised he is wrapping up with the fabrication of the Parshall Flume and that the new ensemble of equipment will be ready for install this month

- **Resolution 2023-03 – A resolution Authorizing Colorado Department of Water Resources and Power Development Authority Drinking Water Revolving Fund Design and Engineering Loan Agreement (CDWRPD):**

Board members discussed the resolution and explained that the resolution is required for CSWD to accept grant money from CDWRPD.

Jim Alt made a motion to accept Resolution 2023-03 as presented for the CDWRPD grant authorization requirement. Ron Barbee seconded the motion. All in favor. Motion carried, 5/0.

- **Paymentus Billing – CSWD Customer Portal Update:**

Steven Davis Getting closer to perfecting the code to provide a script to Paymentus for the online customer portal. He asked that Kristan Lowe provide him with the most recent txt file for the utility billing.

- **Facilities Security Plan Update: No Update**

- **Executive Committee Update (ExCom):**

New Executive Committee will include Ron Barbee, Terry Sykes and Larry Dasenbrock until the next board meeting takes place on October 13th, 2023.

11. NEW BUSINESS

- **Resolution 2023-04 – A resolution for the CSWD First National Bank in Trinidad Account Responsibilities:**

Board members reviewed the resolution and looked at corrections made by Kristan Lowe. Larry recited the changes and the board agreed to move forward with approving the resolution as presented.


Steven Davis Made a motion to approve Resolution 2023-04 as presented. Chris Smith seconded the motion. All in favor. Motion carried, 5/0.

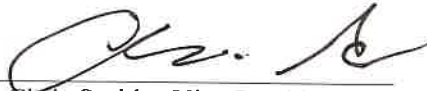
Please note: The motion to approve this resolution has been rescinded to allow further discussion. Board members concluded they need to be more detailed regarding the permissions for those named. Julia Shroul will be into ordering a new FOB for Terry Sykes to successfully log into the FNBT accounts using the IBANK PRO login. The board has agreed to meet via work session on September 22nd, 2023 at 9:00am.

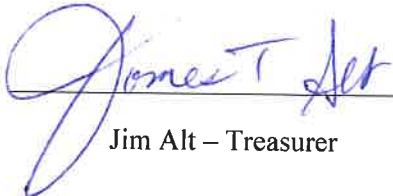
Chris Smith made a motion to rescind the motion approving Resolution 2023-04 as discussed. Ron Barbee seconded the motion. All in favor. Motion carried, 5/0.

12. Adjournment:

Chris Smith made a motion for an adjournment of today's meeting. Steven Davis seconded the motion. All in favor. Motion carried, 5/0. The meeting was adjourned at 11:08 am.


Larry Dasenbrock: President


Chris Smith - Vice President


Jim Alt - Treasurer

Via Telecon
Steven Davis: Secretary

Excused Absent
Ronald Barbee: Director at Large

