

**CUCHARAS SANITATION AND WATER DISTRICT (CSWD)**  
**16925 STATE HIGHWAY 12**  
**CUCHARA, COLORADO 81055**  
**Work Session Meeting Minutes of the Board of Directors**  
**March 30<sup>th</sup>, 2023 (Amended)**

**1. CALL TO ORDER:**

Larry Dasenbrock opened the meeting at 9:00 am.

**2. ROLL CALL:**

LARRY DASENBROCK: Present

JAMES ALT: Present

RONALD BARBEE: Absent (Excused)

DAVID GEORGE: Present

STEVEN DAVIS: Present via Telecom

**Staff present:** Julia Shrout & Kristan Lowe

**Visitors present:** Jim Berg via Telecom

**3. New Business: Prioritization of CSWD Warm Season Initiatives:**

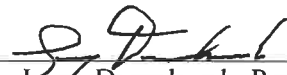
Jim Alt shared an initiatives document with board members and CSWD staff to review prior to today's meeting. The document includes projects and planning for the 2023 spring and summer season. Jim Alt explained the items on the list is over and beyond what is considered the typical daily job duties. Discussion took place and the board and CSWD staff came up with a plan for the following:


- Office tasks will include wrapping up the CSWD Rules and Regulations (R&R's) Document. The goal is for staff to finish section 6 and sections 9-12. Sections 9-12 need be reviewed by a WWTP operator and office staff will assist with the tracked changes. Jim Berg encouraged everyone to read through the R&R's document to see what changes have been made. Jim Alt also asked the office staff look into a 'bridge' phone service to improve the audio flexibility during teleconferences.
- Jim Alt prefaced by saying the primary goal for the field workers is to provide good, clean drinking water and to ensure the discharge back into the river meets state and federal standards. Jim Alt mentioned the hydrant at the Timbers will need the flow checked, Glenn Hillis will investigate. Jim Alt and the field workers spoke of relocating meters and Tanner Sporcich asked if the district is required to notify the property owners. Jim Alt explained the Rules and Regulations document allows the district to access them as needed but that it would be good etiquette to let them know and to offer them an excerpt from the R&R's. Jim Alt asked that Kristan Lowe provide a list of all the old meters still in service.
- Jim Alt explained the Baker Creek headgate will need to be serviced or possibly replaced to meet State Engineer requirements. He recommended reaching out to Chaparral Construction for a quote. Jim will reach out by April 1<sup>st</sup>, 2023.
- The field workers will find a company to assess the roof at the Baker Creek plant and obtain quotes for any necessary repairs and not replacement.
- Tucker Shrout will obtain quotes for the SHT blower/motor at the Wastewater Treatment Plant (WWTP) and provide them by April 4<sup>th</sup>, 2023
- Tucker Shrout will obtain quotes for the digester blower/motor at the WWTP by April 4<sup>th</sup>, 2023.
- Tucker Shrout will obtain a quote for the installation of the SHT blower motor and an installation quote for the digester blower motor by April 6<sup>th</sup>, 2023.
- Jim Alt will find an Engineering company or person for Baker Creek plant grading by April 10<sup>th</sup>, 2023.
- Jim Alt will reach out to GMS Consulting Inc. regarding the design for the Elm Ridge Rd. design by April 10<sup>th</sup>, 2023.

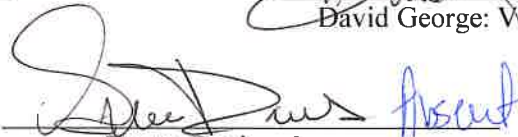
- Tanner Sporcich will identify a sewer main videographer by April 15<sup>th</sup>, 2023.
- Glenn Hillis will check the Baker Creek plant roof for penetrations by Aril 30<sup>th</sup>, 2023
- Tucker Shroul will develop an acquisition plan for the mobile fan press at the WWTP by April 30<sup>th</sup>, 2023
- Glenn Hillis will obtain quotes for the Baker Creek plant door replacement by May 15<sup>th</sup>, 2023
- Tanner Sporcich will develop a plan to secure the Baker Creek plant windows by May 15<sup>th</sup>, 2023.
- Jim Berg briefly explained EQR's and said he will be providing everyone with a summary of his findings. Jim Alt explained it is important to understand the imbalance between CSWD's surface system yield vs. outstanding EQR's. and to exercise the Britton Ponds augmentation plan. Jim Berg will provide a short memo regarding the exchange on Britton ponds.

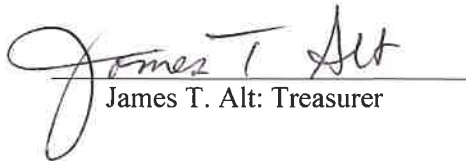
4. **Adjournment:**

Jim Alt made a motion to adjourn today's meeting at 11:39 am. David George seconded the motion. All in favor. Motion carried, 4/0.

  
 Larry Dasenbrock: President

  
 David George: Vice President

  
 Steven Davis – Secretary

  
 James T. Alt: Treasurer

  
 Ronald Barbee: Director at Large