

ALLENSPARK WATER & SANITATION DISTRICT

Regular Board Meeting

Community Room of Allenspark Fire Station

October 10, 2023, 6:30 PM

Mission: To serve our customers with clean, safe, reliable water, in a fiscally and environmentally responsible manner.

Board Members in attendance: President Ron Holan, Vice President Rick Sullivan, Secretary/Treasurer Susan Lewkow, and Robbie Vinson

Board Members Not in attendance: Mike Bushue

Department Personnel: Operator Adam Hans, and Executive Secretary Jen Cook

Meeting Attendees: None

CALL TO ORDER: The meeting was called to order at 6:33 PM.

A MOTION to approve the September Minutes, was made by Rick. Robbie seconded and the motion was approved by unanimous vote.

A MOTION to approve the September Financials, was made by Rick. Susan seconded and the motion was approved by unanimous vote.

1) Operations Update

- a. Road Repairs Complete – Multiple loads of road base was delivered and George Ackerman spread it. Estimated cost \$10k. Wally Welton approved all fixes and was present during the improvements. The machinery broke one of Wally's pipes during the distribution, but we fixed it.
- b. Gate Removed – In conjunction with the road improvements, a gate halfway up the road that caused problems for the operators and hindered snowplowing has been removed.
- c. Main Repair Parts Received and Available – In anticipation of a possible main break, Barry purchased parts that would be difficult to replace quickly in an emergency.
- d. New Testing Tap Added at CS – The filters also changed out and a replacement schedule has been established.

2) **Bank Signatories** – The members from the previous board have been removed and all current designated board members are now authorized as account signatories.

3) **Bylaws Development** – No update

4) **Board Calendar** – Barring any future additions, the calendar is complete.

- 5) **Meter Reading System; Elster Meter Heads Available, Waiting on Quote (New Radios)** – Despite repeated attempts by Barry to contact the sales representative, we are having problems getting a quote for the meter heads.
- 6) **New Website Development** – Susan proposed funding a dedicated website person who can rebuild it from scratch, as well as maintain it. The Board agreed.
- 7) **2023 Budgeting** – The first draft of the budget was reviewed and discussed.
- 8) **After the Fire Discussion (Rick S.)** – Rick received information from the FD about a conference in Estes Park in early 2024, which began as a result of the major wildfires in late 2020. The program focuses on the ways a community recovers after a fire, and one of the topics is water quality after a fire. Conference details are still forthcoming, so we will continue to keep an eye on dates and prices to determine who/how many AWSD people should attend.
- 9) **SWOT Analysis** – Rick presented the results of the survey responses. The board discussed whether the outcome matches the reality of their concerns, which Rick noted. He will make changes based on the input, and update the information for the next board meeting.
- 10) **New Employee – Need to Make Offer (Wage Coordination with MMWS)** – This will be discussed in executive session.

OTHER BUSINESS

Maintenance & testing schedules reviewed

- Pentachlorophenol Waiver Received – We failed one pentachlorophenol test ten years ago and we have since been required to do extra testing. Over the intervening 10-year period we've passed every subsequent test, and we are now approved to revert to the standard 3-year cycle.
- Barry is trying to expand the number of authorized consumer water test locations.

A MOTION to adjourn the Regular meeting and go into Executive Session was made by Rick and seconded by Susan. The Board went into Executive Session at 8:15 to discuss employee pay rates and formats, and adjourned at 8:45.

Respectfully submitted,

Jennifer Cook