

MEETING MINUTES

ALLENSPARK WATER & SANITATION DISTRICT

Regular Board Meeting

Community Room of Allenspark Fire Station

December 12, 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 (virtually), Vice President Rick Sullivan, Secretary/Treasurer Susan Lewkow (virtually), Mike Bushue, and Robbie Vinson (virtually)

Board Members Not in attendance: None

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

Meeting Attendees: None

CALL TO ORDER: The meeting was called to order at 6:31 PM.

A MOTION to approve the November Minutes was made by Rick. Mike seconded and the motion was approved by unanimous vote.

A MOTION to approve the November Financials was made by Susan. Robbie seconded and the motion was approved by unanimous vote.

- 1) **Operations Update** – Still a leak in the system but everything else is running well at the plant.
- 2) **Financial Investments** – The application for Colotrust has been filled out and we're in the process of getting signatures from the designated board members.
- 3) **Meter Reading System: Have Quote. Waiting on Information on New Communications Protocol**
 - a. The alternative standards we were waiting to hear about will not work, so we are back to the system that we looked at originally. Including a stocking supply of ultrasonic meters, the cost will be ~\$44k, not including labor. From 2025 forward, there will be an annual fee for software subscriptions and hardware coverage. Barry will check whether the fee is locked in, or if it will increase over time. The useful life of the system is estimated at 20 years.
 - b. Meadow Mountain Water Supply is ready to approve the purchase of the new meter system, but is waiting to move forward until AWSD signs the agreement to commit to

connect the two system. The presidents of both boards will need to sign. They would like to get the agreement finalized and signed before the end of the year.

- 4) **Tank Maintenance Quotes** – Barry got quotes to have a formal inspection of the tank. Divers will examine the tank while it is running, make fixes in real time as needed, clean out all of the sediment, inspect the interior and exterior, and give a quote for larger fixes. We are still waiting on a third quote, but the cost will be in the \$3k-\$5k range, depending on who we use. The inspection would be scheduled for some time in the spring.
- 5) **New Website Development** – Gary and Johnathon are trying to coordinate to transition hosting and domain ownership into AWSD's name.
- 6) **2024 Budgeting** – The third draft of the budget was reviewed and discussed. Final property assessment values will not be sent until the end of December due to recently government-mandated reductions in valuations, so we have until January 10th to approve the budget. The final budget will be approved at the January meeting on January 9th.
- 7) **SWOT Analysis** – Out of the current list of seven strategic goals, we want to keep 3-5, so as to focus on what's most important. The board members voted on their top choices and the list was narrowed to four clear priorities:
 - Maintain Continuity of Operations (highest priority)
 - Retain Fiscal Viability
 - Prepare for Natural Disaster
 - Ensure Continuity of Expertise
 - a. A MOTION to adopt these four items as strategic goals was made by Susan. Mike seconded and the motion was approved by unanimous vote.

OTHER BUSINESS

- The Old Gallery has testing that needs to be done before the end of the year. Barry is following up to make sure it happens.
- All state-mandated testing for the year is complete.
- Crystal Springs donations are 43% higher this year over last year.

Maintenance & testing schedules reviewed

A MOTION to adjourn the meeting was made by Rick. Mike seconded and the meeting adjourned at 8:01 P.M.

Respectfully submitted,
Jennifer Cook