

# MEETING MINUTES

## ALLENSPARK WATER & SANITATION DISTRICT

### Regular Board Meeting

### Community Room of Allenspark Fire Station

September 17, 2024, 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, Mike Bushue and Robbie Vinson

**Board Members Not in attendance:** None

**Department Personnel:** Superintendent Barry Mauerman, Operators Adam Hans and Trey Barresi, and Executive Secretary Jen Cook

**Meeting Attendees:** Gary Maguire, Paul Connolly, Jasmine Holan

**CALL TO ORDER:** The meeting was called to order at 6:32 P.M.

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

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

#### 1) Operations Update

- a. The plant is running well.
- b. Barry flushed the inlet lines.
- c. The fire department did a major training and used about 12k gallons of water.

#### 2) Sanitary Survey Responses

- a. Barry worked with Filtertech on the prefilter redesign, and brought documents detailing the proposed system, and how it would operate. He also talked with an engineer regarding the scope of work and we have an initial draft of the design policy. The Board approved signing the contract with engineering firm CDLidstone, LLC to produce a Basis of Design Report (BDR). The preliminary estimate for engineering work is ~\$10k.
- b. Discharge Permit – No update.

- 3) **Meter Reading System** – Trey will continue working with the various companies to get specifics on cost, lifespan, warranties, etc. There seems to be an industry-wide shortage of materials so we could be looking at a lead time of 1-1½ years no matter which company we go with. Our

decision may also be influenced by whether or not we're required to use their billing software. The Board would like to make a decision on meters at the October meeting.

- 4) **Tank Insulation** – Barry brought pieces of insulation from the tank to show how deteriorated it is. We're unable to assess the vulnerability of the tank until all of the insulation is removed, but we missed our window (weather-wise) to do the insulation this year. Barry will try to lock in the price quote that the Board approved, and have the work done next year.
- 5) **2025 Budget Discussion** – The first draft of the 2025 budget was reviewed, and Susan highlighted some of the significant points. The Board will bring input to the October meeting.

#### OTHER BUSINESS

- Gary Maguire attended the meeting in his capacity as website manager for the District, and spoke to the Board about HB21-1110 Americans with Disabilities Act (ADA) Colorado compliance obligations for the website.
  - o Rick made a MOTION to approve Susan to be the Accessibility Representative on the AWSD Board, Mike seconded and the motion was approved by unanimous vote.
- The Service Line Inventory is due to the State in mid-October. Adam surveyed the majority of properties in the system, but not all owners are available, so we will have to notify the state of the longer timeframe.

Maintenance & Testing Schedules were reviewed.

A MOTION to adjourn the public meeting and enter an Executive Session in accordance with Sec. 24-6-402(4) CRS to discuss personnel matters was made by Mike. Susan seconded and the public meeting adjourned at 8:51 P.M.

Respectfully submitted,

Jennifer Cook