

**CUCHARAS SANITATION AND WATER DISTRICT (CSWD)**  
**16925 STATE HIGHWAY 12**  
**CUCHARA, COLORADO 81055**  
**Minutes of the Board of Directors Regular Meeting**  
**September 13th, 2024**

**1. Call to Order:**

Chris Smith called the meeting to order at 9:00 am

**2. PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Chris Smith

**3. ROLL CALL:**

Larry Dasenbrock: Absent (Excused)

Jim Alt – Present

Steven Davis- Present

Ron Barbee- Present via Telecom

Chris Smith – Present

**Staff present:** Terry Sykes, Julia Shrout & Kristan Lowe

**Visitors present:** None

**4. Approval of Agenda:**

Chris Smith asked if there were changes or additions to today's agenda. There were none.

**Steven Davis made a motion to approve the September 13<sup>th</sup>, 2024 Regular Board meeting agenda as presented. Jim Alt seconded the motion. All in favor. Motion carried, 4/0.**

**5. MINUTES CORRECTION AND APPROVAL: August 9<sup>th</sup>, 2024 Regular Meeting Minutes:**

Board members reviewed the August 9<sup>th</sup>, 2024 Regular Meeting Minutes prior to today's meeting. Chris Smith asked if there were any changes or additions. There were none.

**Jim Alt made a motion to approve the August 9<sup>th</sup>, 2024 Regular Meeting Minutes as presented. Steven Davis seconded the motion. All in favor. Motion carried, 4/0.**

**6. Treasurer's Report -Review & Approval of August 2024 Treasurer's Report**

Jim Alt provided a brief update and reviewed operating income, operating expenditures, capital expenditures and the CSWD debt reserve accounts. He explained labor related expenses for August were higher than normal due to a 3 payroll pay period month. Audit expenses came in higher than anticipated and budgeted for. Jim mentioned researching other avenues for future audits. The audit for 2024 has been completed and Julia Shrout doesn't anticipate any other audit expense. Chemical purchases were higher than normal and Terry Sykes explained they were purchased in bulk and that this purchase will last until the end of the year. Terry explained there was an unexpected need for the chemicals at the Wastewater Treatment Plant (WTP). Terry provided an explanation for repairs and maintenance items. Royal Electric was hired to help with troubleshooting controls and sensors. Julia and Terry will discuss moving this item in QuickBooks to the Professional Service line item. Terry mentioned several failures at both the water plant and waste water plant. The failures are due to aging infrastructure. Jim will provide a Baker Creek expense update at the October board meeting. He explained checking balances have decreased due to paying bills and preparing the debt services account for the loan payment due in November. Jim asked that the staff keep auditing total sewer customers and to limit spending to non-discretionary items only. He also mentioned a review of Appendix A needs to take place to prepare for a necessary rate increase. Jim mentioned concerns

**g. Information Technology Update:**

Jim Alt provided a brief update and recommended scheduling an independent network penetration test. Steve recommended looking on Federal.org for more information on this.

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

**10. OLD BUSINESS:**

- **Baker Creek Plant Project Update**

Jim Alt advised Tom McClernan from GMS Consulting Inc. were on track for the October 4<sup>th</sup>, 2024 date to have the design draft complete for the actual facility. The new overhead doors are scheduled to be installed the week of September 23<sup>rd</sup>, 2024.

**11. NEW BUSINESS**

- **Water Attorney Visit.**

This topic was covered under 6. D.

- **Dos Suenos Development Discussion:**

Terry mentioned he plans to meet with Mr. Lancaster of the Dos Suenos development to continue discussions regarding fire hydrant placement.

- **CEBT Health Insurance Renewals:**

Julia Shrout provided the deadline of October 11<sup>th</sup> and went over proposed increases. Julia will meet with Terry and Jim Alt to discuss other options.

- **Equipment Purchase Discussion – Snow Removal:**

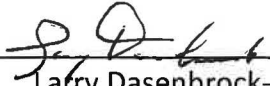
This topic was covered under Section 9. A.

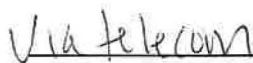
**12. Executive Session Pursuant to C.R.S. §24-6-402**


Executive Session was not entered

**13. Adjournment:**

Steven Davis made a motion for an adjournment of today’s meeting. Ron Barbee seconded the motion. All in favor. Motion carried, 3/0 (Jim Alt left the meeting early and his vote was not taken for the adjournment). The meeting was adjourned at 11:08 am. The next regular board meeting will be held on October 11<sup>th</sup>, 2024.

  
Larry Dasenbrock-President

*Via telecom*  
  
Chris Smith-Vice President

  
Jim Alt – Treasurer

  
Ron Barbee – Director at Large

*Via telecom*  
  
Steven Davis – Secretary