

HIGHLAND LAKES WATER DISTRICT

Board of Directors Regular Meeting-Tuesday, March 18, 2025

Highland Lakes Community Building @ 6:00pm

Directors: Sue Morford  
Ken Morford  
Melinda Moyn  
Shelly Dolbeer  
Brian Dillon

Office Manager Mary Schnierle

Water Operator: Neal Yowell  
Augie DeJoy -Casual Employee  
Skip Withrow-Casual Employee

Guests: Rick Morgan, Mick Corcoran

1. **Call to Order:** 6:00 pm
2. **Review/Approval of Agenda (Requires Action):** Agendas for each meeting will be available to the guests present, along with any Agenda correction. Item #10a-February Financial Reports Review/Approval will be removed from the Agenda. Shelly Dolbeer moved to approve the corrected Agenda of the March 18,2025 meeting and Melinda Moyn seconded. **(Motion Approved)**
3. **Review/Approval of Minutes of February 18, 2025, Regular Board Meeting (Requires Action):** Ken Morford moved to approve the February 18,2025 Regular Board Meeting Minutes and Brian Dillon seconded. **(Motion Approved)**
4. **Guest Presentations/Discussion:**
  - a. **HLPOA Liaison-M. Corcoran:** Nothing to report
5. **Operators Reports**
  - a. **System Status Report-N. Yowell: See report for full details**
  - b. **Casual Employee Reports:** Augie DeJoy reported that all but 5 PSOV have been located; 331 markers have been installed; 406 PSOV listened to for leaks; 358 PSOV checked for proper operation; 57 PSOV won't turn, are damaged, or are under paved driveways; 101 water meters have been changed out, or arranged to be changed out.
  - c. **Review/Approval of Invoices (Requires Action):** Melinda Moyn moved to approve the invoices and Shelly Dolbeer seconded. **(Motion Approved)**

**6. Director of Operations Report-K. Morford:**

- a. Infrastructure Upgrades Report:** Ken Morford reported that not all of the secondary containment containers that were purchased will work. 3 new containers were purchased, and we will have 2 containers in surplus. A new valve has been installed in System #4, and we are now able to bring Well #16 back on line. The Transfer Pump at Pump Station #1 has been repaired and is working well. The Finished Water side is still leaking at approximately 14-16 gallons per minute, in the early morning hours.
- b. GWUDI Construction Project update:** The Filtration System is coming along and start up is scheduled for April 14, 2025.
- c. GWUDI Construction Project-Financial Update- B. Dillon:** Brian Dillon reported that the 2024 Colorado Resources & Power Development Authority (CWRPDA) Audit has been filled out and sent back. To date, \$950,000.00 has been used, and there is \$1.6 million left. 45% has been spent, so far. DOLA and CDPHE are not distributing funds as fast as they used to. Smaller invoices from Moltz Construction might help. Ken Morford will contact Moltz Construction and request that they issue invoices every 2 weeks, instead of once a month and break down their latest invoice into 2 invoices.

**7. Monitoring Schedule Review/Discussion-**

- a. GWUDI Consumer Notice-1<sup>st</sup> Quarter 2025 Newsletter-GWUDI Consumer Notice and Certificate of Delivery to be posted on portal no later than 4/5/2025:** Sue Morford will take care of posting the Certificate of Delivery on the portal. The Newsletter will go out on 3/31/25
- b. PFAS-MCL Information Session Review:** Sue Morford reported that Grants for sampling are still available. Our past testing cannot be used because 2 out of the 6 elements were over the MCL requirements. Jo Wilch with HDR will do sampling on April 28, 2025. Neal will spend the day with Jo Wilch while doing the sampling, and then Neal will do all future PFAS sampling, for the district.

**8. Old Business**

**a. Website Review- S. Dolbeer:** Shelly Dolbeer reported that she will send out the emails to the list of Realtors and Title Companies and will have more information to report, at the next meeting.

**b. Discussion on Infrastructure Update Fee**

**1. Information in 1<sup>st</sup> Quarter Newsletter, Public Meeting Information Posted in Courier & on Website:** Mary will take care of posting the Meeting Information in the Courier, and Shelly will take care of posting it on the Website.

**9. New Business**

**a. Review/Approval of New Auditor's Proposal for 2024 Audit (Requires Action):** Ken Morford moved to approve the new Auditor's Proposal for 2024, and Melinda Moyn seconded. **(Motion Approved)**

**b. Discussion re: Golden Bell PUD Amendment & Public Hearing scheduled for 3/18/2025:** Sue Morford reported that Golden Bell is requesting their PUD be reinstated as a Resort designation, which would include a Wedding Center and an Event Center. Sue requested a packet from the Zoning Board and has completed the questionnaire and returned it, for their 3/18/2025 meeting.

**c. Review/Approval of Tap Fee/Salary Increase for 2025 for Part Time Employees/PT Contract Bookkeeper to reflect 2024 CPI of 2.3% (Requires Action):** The Tap fee will increase to \$14,566.00 effective May 15, 2025. Shelly Dolbeer moved to approve the Tap Fee/Salary Increase for 2025 for PT Employees/PT Contract Bookkeeper to reflect 2024 CPI of 2.3%, and Ken Morford seconded. **(Motion Approved)**

**d. Resolution 2025-4 Resolution to Cancel Election and Deem Candidates Elected (Requires Action):** Ken Morford moved to approve Resolution 2025-4 Resolution to Cancel Election and Deem Candidates Elected, and Brian Dillon seconded. **(Motion Approved)**

#### **10. Review of Financials**

**a. February Financial Report Review/Approval (Requires Action):** Item removed from the Agenda

**b. Past Due Accounts-** Melinda Moyn read the past due accounts in the amount of \$4,646.83.

**c. Review/Approval of Bills (Requires Action)-**Shelly Dolbeer moved to approve the bills in the amount of \$25,028.79 from the Vectra regular account, and \$147,660.30 from the Vectra WAE account and Melinda Moyn seconded. **(Motion Approved)** Ken Morford moved to approve the payment of Moltz Construction, not to exceed \$456,398.53, from the Vectra WAE account, pending on hold status, until the funds are available and Shelly Dolbeer seconded. **(Motion Approved)**

**d. Transfer of funds to/from ColoTrust as needed:** No transfer of funds

**11. Next Scheduled Board Meeting-Tuesday, April 15,2025, Highland Lakes Community Building, 6:00 pm**

**12. Adjourn: 7:45 PM**

**Respectfully Submitted**

**Melinda Moyn, Secretary**

