

HIGHLAND LAKES WATER DISTRICT

Board of Directors Regular Meeting-Tuesday, April 15, 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, Chris Becker, Linda Becker

1. **Call to Order:** 6:01 pm
2. **Review/Approval of Agenda (Requires Action):** Agendas for each meeting will be available to the guests present, along with any Agenda correction. The Agenda was amended to include Item #8b-Tonka Quote-Review/Approve and Item #8c-Website Review-S. Dolbeer. Shelly Dolbeer moved to approve the corrected Agenda of the April 15, 2025, meeting and Melinda Moyn seconded. (**Motion Approved**)
3. **Review/Approval of Minutes of March 18,2025 Regular Board Meeting (Requires Action):** Ken Morford moved to approve the March 18,2025 Regular Board Meeting Minutes and Shelly Dolbeer seconded. (**Motion Approved**)
4. **Guest Presentations/Discussion:**
  - a. **HLPOA Liaison-M. Corcoran:** Not present at meeting, no report
  - b. **Customer Comment/Questions/Discussion re: Infrastructure increase:**  
Linda Becker supported and approved of the infrastructure increase.

**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; 332 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; 111 water meters have been changed out or arranged to be changed out.

**c. Review/Approval of Invoices (Requires Action):** Ken Morford 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 they tried to pull the casing on Well #22 but it came apart. A new device to pull the casing is being made and they will try again. Wells # 6, 20, and 4 need fracking. The leak on System #4 has been found and repaired and Wells # 14 and 15 are back online.

**b. GWUDI Construction Project update:** The Filtration System is on course for completion.

**c. GWUDI Construction Project-Financial Update- B. Dillon:** Brian Dillon reported that 47% of the funds have been reimbursed. Ken Morford will check with Moltz Construction to see if we can wire transfer payments to them, instead of writing a check, because of their delay in cashing our checks. The DOLA Q1 Status Report is due on April 30,2025.

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

**a. PFAS Sampling Assistance Grant for Disadvantaged Communities:**

**1. Sampling will take place April 28,2025 by Joe Wilch from HDR**

**b. Received approval to change the status of the lead and copper sampling from twice per year to once per year AND the number of samples was reduced from 20 to 10 samples to be collected between June 1 to September 1 this year**

**8. Old Business**

**a. Review/Approval of \$10.00 to be added to Base Fee for Infrastructure Improvements (Requires Action):** Shelly Dolbeer moved to approve \$10.00 to be added to the Base Fee for Infrastructure Improvements, effective with the June 1,2025 billing and Ken Morford seconded. **(Motion Approved)**

**b. Tonka Quote-Review/Approve (Requires Action):** Melinda Moyn moved to approve the Tonka Quote in the amount of \$7,426.00 and Brian Dillon seconded. **(Motion Approved)**

**c. Website Review-S. Dolbeer:** Shelly Dolbeer reported that for the period of February 18,2025 through March 17,2025, there were 52 active users and 44 new users. For the period of March 18,2025 through April 14,2025, there were 165 active users and 158 new users.

**9. New Business**

**a. 2024 Line Item Transfers (Requires Action):** Ken Morford moved to approve the 2024 Line Item Transfers and Shelly Dolbeer seconded. **(Motion Approved)**

## **10. Review of Financials**

**a. February & March Financial Reports Review/Approval (Requires Action):** Ken Morford moved to approve the February Financial Report and Brian Dillon seconded. **(Motion Approved)**

Melinda Moyn moved to approve the March Financial Report and Shelly Dolbeer seconded. **(Motion Approved)**

**b. Past Due Accounts-** Melinda Moyn read the past due accounts in the amount of \$4,861.74.

**c. Review/Approval of Bills (Requires Action)-**Ken Morford moved to approve the bills in the amount of \$72,776.83 from the Vectra regular account and Shelly Dolbeer seconded. **(Motion Approved)**

Melinda Moyn moved to approve the bills in the amount of \$504,794.87 from the Vectra WAE account 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, May 20, 2025, Highland Lakes Community Building, 6:00 pm**

**12. Adjourn: 7:50 PM**

**Respectfully Submitted**

**Melinda Moyn, Secretary**