

HIGHLAND LAKES WATER DISTRICT

Board of Directors Regular Meeting-Tuesday, May 20, 2025

Highland Lakes Community Building @ 6:00pm

Directors: Sue Morford
Ken Morford
Melinda Moyn
Shelly Dolbeer (excused absence)
Brian Dillon (excused absence)

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:** 6:01 pm
2. **Review/Approval of Agenda (Requires Action):** Agendas for each meeting will be available to the guests present, along with any Agenda correction. Melinda Moyn moved to approve the Agenda of the May 20, 2025, meeting and Ken Morford seconded. **(Motion Approved)**
3. **Review/Approval of Minutes of April 15,2025 Regular Board Meeting (Requires Action):** Ken Morford moved to approve the April 15,2025 Regular Board Meeting Minutes and Melinda Moyn seconded. **(Motion Approved)**
4. **Guest Presentations, Questions and Discussion:**

a. **HLPOA Liaison-M. Corcoran:** Mick Corcoran reported that there will be a dedication of the Community Building to Bob McDonald on June 14,2025, and the slash pile is scheduled to be burned on June 22,2025.

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; 333 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; 118 water meters have been changed out or arranged to be changed out.

c. **Review/Approval of Invoices (Requires Action):** Neal Yowell's request for reimbursement of \$128.49 for a Water Operator Exam prep book was denied. When the exam has been completed, and passed, reimbursement will be provided. Ken Morford moved to approve the invoices and Melinda Moyn seconded. **(Motion Approved)**

6. Director of Operations Report-K. Morford:

- a. Infrastructure Upgrades Report:** Ken Morford reported that Wells #2 and 22 are currently down and Wells #5 and 13 need electrical work.
- b. GWUDI Construction Project update:** Ken Morford reported that May 31, 2025, is the due date for the completion of the project, however due to errors made by Filtertech in the design of the system, corrections will need to be needed. The cost for parts and installation to make corrections will be \$8,200.00, and the change order will require the State's review and approval. Spoke with Frank at CDPHE regarding the matter and he will write a letter, post it on the portal, and get it reviewed to see what he can do about getting a 90-day extension to our May 31,2025 deadline.
- c. GWUDI Construction Project-Financial Update- B. Dillon:** Brian Dillon reported that Pay App # 9 for March (\$259k) is currently pending reimbursement. DOLA kicked back the invoice because it did not explicitly mention the project. Brian resubmitted the invoice with a note describing the project, and it was approved, and he would expect payment within 2 weeks. After App #10, we will have \$134k left for reimbursement.

7. President's Updates-S. Morford

a. Update re: WiFi installed at Community Building: WiFi has been installed and is working well.

b. Update re: New Resident's Meeting, May 5th: There were 5 new couples that attended, and the meeting went well.

Plant Tour, May 15th

HLPOA Annual Meeting June 14th, 11:00AM (w/or w/o Plant Tours?): Sue will be attending the meeting and see if there is any interest in touring the Plant. If so, there will be 3 groups, of 10 people maximum, that will be offered.

c. Update re: Golden Bell PUD & Commissioners Meeting, Thursday May 22nd: Sue has written a letter to Dan Williams explaining the concerns of the Water District and giving a history of past water issues and requirements. Sue will attend the meeting on May 22,2025 to speak on behalf, of the Water District.

d. Update re:SAM Registration & 2026 State Revolving Fund Eligibility Survey: Application has been accepted and is good, until May 6, 2026.

8. Old Business

a. Website Updates- S. Dolbeer: Mary will send Shelly the new Fee Schedule, which needs to be posted on the Website.

9. New Business

a. Swearing In of Newly Deemed Elected Board Members

Sue Morford took oath and was sworn, into office. Melinda Moyn took oath and was sworn, into office. Shelly Dolbeer was absent and will be sworn into office, prior to month end.

b. Designation of Board Positions (Requires Action): Board Positions will be as follows:

President	Sue Morford
Operations	Ken Morford

Treasurer Brian Dillon
Secretary Melinda Moyn
Public Relations Shelly Dolbeer

Ken Morford moved to approve the Designated Board positions and Melinda Moyn seconded **(Motion Approved)**

c. Update Board of Director Duties w/New Positions/Board Members: All positions remain the same, no updates needed.

d. 2nd Qtr Newsletter-mailed by June 30th (CCR & Failure to Treat Notice): Being worked on

10. Review of Financials

a. April Financial Reports Review/Approval (Requires Action): Melinda Moyn moved to approve the April Financial Report and Ken Morford seconded. **(Motion Approved)**

b. Past Due Accounts- Melinda Moyn read the past due accounts in the amount of \$4,752.31.

c. Review/Approval of Bills (Requires Action)-Ken Morford moved to approve the bills in the amount of \$43,212.24, from the Vectra regular account and Melinda Moyn seconded. **(Motion Approved)**

Melinda Moyn moved to approve the bills in the amount of \$246,685.83, from the Vectra WAE account and Ken Morford seconded. **(Motion Approved)**

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

11. Next Scheduled Board Meeting-Tuesday, June 17, 2025, Highland Lakes Community Building, 6:00 pm

12. Adjourn: 7:52 PM

Respectfully Submitted

Melinda Moyn, Secretary