

HIGHLAND LAKES WATER DISTRICT

Board of Directors Regular Meeting-Tuesday, October 21,2025

Highland Lakes Community Building 6:00pm

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

Office Manager Mary Schnierle  
Water Operator: Neal Yowell  
Augie DeJoy -Casual Employee

Guests: Rick Morgan, Mick Corcoran

1. **Call to Order: 5:58 pm**
2. **Review/Approval of Agenda (Requires Action):** Agendas for each meeting will be available to the guests present, along with any Agenda correction. Ken Morford moved to approve the Agenda of the October 21, 2025, meeting and Shelly Dolbeer seconded. **(Motion Approved)**
3. **Review/Approval of Minutes of September 16,2025 Regular Board Meeting (Requires Action):** Ken Morford moved to approve September 16, 2025, Regular Board Meeting Minutes and Shelly Dolbeer seconded. **(Motion Approved)**
4. **Guest Presentations, Questions and Discussion:**
  - a. **HLPOA Liaison-M. Corcoran:** Mick Corcoran was asked to find out if dredging of the ponds will be performed during maintenance. Ken Morford will look into the matter.
5. **Operators Reports**
  - a. **System Status Report-N. Yowell: See report for full details**
  - b. **Casual Employee Reports and Review/Approval of Invoices:** Augie DeJoy reported that all but 5 PSOV have been located; 334 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; 131 water meters have been changed out, or arranged to be changed out.

Shelly Dolbeer moved to approve Neal's invoices in the amount of \$103.52 and \$182.42 for mileage and Ken Morford seconded. **(Motion Approved)** Ken Morford moved to approve Augie's invoices in the amount of \$81.20 for mileage and \$800.57 for wages and Shelly Dolbeer seconded. **(Motion Approved)**

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

**a. Infrastructure Upgrades Report:** Ken Morford reported that 40 feet of missing wire on Well #5 was replaced and it was tied into the electrical breaker box, at Well #4. Well #7 still needs power to the control box, due to a lightning strike – Woodland Electric has ordered the required upgrade parts as required by CORE and will complete the electrical repairs upon their arrival.

**b. GWUDI Construction Project Report-Status Update:** Ken Morford reported that the project has been completed.

**1. Discussion/Approval of Resolution #2025-5 to Accept Construction of Water Treatment Plant Improvements Project (Requires Action):** Melinda Moyn moved to approve Resolution #2025-5 to Accept Construction of Water Treatment Plant Improvements Project and Ken Morford seconded. **(Motion Approved)**

**c. GWUDI Construction Project-Financial Update- B. Dillon:** Sue Morford reported that there are possible pending invoices still needing to be paid , She will post the required Notice of Final Settlement, in the Courier and Gazette. Brian Dillon will report further updates, at the November meeting.

**7. Director of Public Relations Report:**

**a. Website Review:** Shelly Dolbeer reported that this month has had fewer visitors, but more time spent on the website, at an average of 1 minute, 20 seconds.

**b. Proposed Change to District Email Communications/List Management:** Tabled to the November meeting.

**8. Old Business:**

**a. Review/Discussion of 2026 District Budget:** Numerous changes were made and will be reviewed again at the November meeting.

**9. New Business**

**a. Discussion/Approval of Resolution #2025-6 to Certify Past Due Accounts to Teller County Treasurer (Requires Action):** Ken Morford moved to approve Resolution #2025-6 to Certify Past Due Accounts to Teller County Treasurer and Shelly Dolbeer seconded. **(Motion Approved)**

**10. Review of Financials:**

**a. Review/Approval of September Financial Reports: (Requires Action)** Melinda Moyn moved to approve the September Financial Reports and Shelly Dolbeer seconded. **(Motion Approved)**

**b. Past Due Accounts-** Melinda Moyn read the past dues in the amount of \$5,595.80.

**c. Review/Approval of Bills (Requires Action)-**Melinda Moyn moved to approve the bills in the amount of \$89,141.39 from the Vectra regular account, and bills in the

amount of \$3,618.30 from the Vectra WAE account and Shelly Dolbeer seconded.  
**(Motion Approved)**

**d. Transfer of funds to/from ColoTrust as needed:** Ken Morford moved to approve the transfer of \$55,000.00 from Colo Trust to Vectra Bank and Shelly Dolbeer seconded. **(Motion Approved)**

**11. Next Scheduled Board Meeting-Tuesday, November 18, 2025, Highland Lakes Community Building, 6:00 pm**

**12. Adjourn: 8:55 PM**

**Respectfully Submitted**

**Melinda Moyn, Secretary**