

**PINON HILLS WATER USERS ASSOCIATION INC.**  
**P.O. BOX 1165**  
**WALSENBURG, COLORADO 81089**  
**Annual Meeting Minutes of the Board of Directors**  
**May 7th, 2022**

**1. CALL TO ORDER:**

Jim Borawski opened the meeting at 10:02 am.

**2. ROLL CALL:**

JIM BORAWSKI (President): Present  
ROB ST. PETER (Vice President): Present  
BOB POMEROY (Treasurer): Present  
J.C. COPELAND (Director): Present  
JOE PIPER – (Water Operator) Present  
ADAM BATTALIA (Water Operator) Present  
KRISTAN LOWE (Secretary): Present

**Members present: List attached.**

**3. APPROVAL OF AGENDA - PROOF of NOTICE April 10<sup>th</sup> & May 3rd 2022:**

Proof of Notice was provided to all members on 4/10/2022 and 5/3/2022 via an email notification. Jim Borawski asked if there were any additions or changes to today's Agenda - There were none.

**Bob Pomeroy made a motion to approve the May 7th 2022, Agenda, (proof of notice) as presented. Rob St. Peter seconded the motion. All in favor. Motion carried.**

**4. MINUTES CORRECTION AND APPROVAL: February 5<sup>th</sup>, 2022 Regular Meeting Minutes:**

Board members reviewed the February 5<sup>th</sup>, 2022 regular meeting minutes prior to today's meeting. Jim Borawski asked if there were any changes or additions needed. There were none.

**J. C. Copeland made a motion to approve the February 5<sup>th</sup>, 2022 Regular Meeting Minutes as presented. Rob St. Peter seconded the motion. All in favor. Motion carried.**

**5. FINANCIAL REPORT:**

- Board members briefly discussed the account balances through April 30<sup>th</sup>, 2022. J.C. Copeland provided a copy of the financial report to all members, and gave an update regarding association expenses to date. He reminded the members that the account balance reflects the full and final payment that has been made to PHWUA member, Robert Sandoval. Jim Borawski has submitted the required paperwork to Huerfano County to ensure the Sandoval judgment is recorded properly. J.C. Copeland explained some goals for 2022 were to include the association providing clean dependable water new pipes and improving pressure equalization. J.C. mentioned the need to increase water storage based on demand and the need to upgrade or replace the aging equipment. Board members discussed a small but probable rate increases in the future from the JW Cattle Ranch owners. Rob St. Peter urged the board members continue to pursue and negotiate discounted rates from ranch owners John and Trey Moore. Lastly, board members discussed delinquent accounts and the steps necessary to place a lien on eligible members.

**Bob Pomeroy made a motion to approve the April 2022 Financial Report as presented. Rob St. Peter seconded the motion. All in favor. Motion carried.**

6. **REPORTS OF OFFICERS – Old Business:**

- Jim Borawski thanked Joe and Holly piper for their continued efforts with record keeping and volunteering many hours to repair and monitor the water system during the water operator transition from Joe Piper to Adam Battaia.
- Jim thanked Larry Dalvit for his efforts and equipment volunteered to assist Joe Piper with repairs as needed.
- Board members discussed the cost and sizes of a new water tank and possible timeline for installation. The board explored the idea of moving forward with either a 30,000 gallon tank or two 20,000 gallon tanks. PHWUA currently has a 16,000 gallon tank.
- Jim Borawski reminded all members that Huerfano County requires a permit to complete any digging on the streets within Pinon Hills.
- J.C. Copeland advised members that the association by-laws need updated to reflect the permissions to borrow and apply for grant funding.  
**J.C Copeland made a motion to amend the bylaws, specifically the articles of incorporation to reflect the ability to borrow funds to meet the USDA standards based on approval of general membership. Jim Borawski seconded the motion. All in favor. Motion carried.**
- Jim Borawski reminded the board that his term for president is up and that he hadn't received any letters of interest. After discussion among the board and the members present, it was decided that Jim would be reelected for an additional 3 year term.  
**J.C. Copeland made a motion to elect Jim Borawski as Board President with a 3 year term. Rob. St. Peter seconded the motion. All members present voted in favor. Motion carried.**
- J.C. Copeland and Adam Battaia attended the Colorado Rural Water Association's annual conference in Loveland, CO. They advised they have been working with an engineer to obtain a Preliminary Needs Assessment (PNA) on the water system that includes suggestions for system upgrades, a new barn, improving water pressure and the installation of a potential back up system.  
**J.C. Copeland made a motion to allow Adam Battaia to move forward with PNA engineering report. Bob Pomeroy seconded the motion. All in favor. Motion carried.**
- Adam Battaia mentioned the need for 6 new manhole covers.  
**J.C. Copeland made a motion to approve Adam Battaia to move forward with the purchase of 6 new manhole covers, not to exceed \$300.00. Ken Blakeslee seconded the motion. All in favor. Motion carried.**
- J.C. Copeland and Adam explained the need for a new water monitoring system.  
**J.C. Copeland made a motion to allow Adam to proceed with the purchase of a new water monitoring system, not to exceed \$6000.00. Ronell Borawski seconded the motion. All in favor. Motion carried.**
- Jim Borawski and J.C. Copeland explained the urgent need for all members to sign and return the Rules and Regulation's document. Jim will make sure all members have received a copy.
- Rob St. Peter advised members that isolation valves have been installed and fewer residents are being affected when the need to shut off water occurs.
- Adam Battaia has finished his education and has obtained his Water Operator's License. The board will compensate Adam by waiving all water and maintenance fees each month. The Water Operator in charge

had been officially changed from Joe Piper to Adam Battaia as of today's meeting and Jim Borawski will ensure all paperwork is completed and transferred properly.

- Board members briefly discussed delinquent accounts. Jim Borawski and J.C. Copeland will proceed with the steps to implement liens for non-payment/delinquent members.  
**J.C. Copeland made a motion to proceed with placing a lien on the Donald Reynolds property due to nonpayment of fees, including the cost of a new tap fee. Jim Borawski seconded the motion. All in favor. Motion carried.**
- The King property doesn't have water meter. The board agreed the property owner will be required to install a meter at their own cost per the PHWUA Rules and Regulations.  
**J.C. Copeland made a motion to notify the Keene family of the meter install requirement. Bob Pomeroy seconded the motion. All in favor. Motion carried.**
- J.C. Copeland reminded all members that the PHWUA website is online and ready for use. Please visit <https://www.pinonhillswaterusersassociation.org/>. Ken Blakeslee volunteered to help with phone and email notifications as necessary.
- Board members expressed the need for volunteers and thanked the members that have been actively contributing their time. Member Sandy volunteered to read meters. J.C. Copeland and Ken Blakeslee will continue to update contact information for all board members and they will continue to work with Jim Borawski to make sure all signed copies of the PHWUA Rules and Regulations document is on file.
- The next PHWUA Regular Membership meeting will be held at **9:00am on August 6<sup>th</sup>, 2022** at J.C. Copeland's located at **506 Indian Creek Rd. Walsenburg, CO 81089**.

7. **ADJOURNMENT:**

**J.C. Copeland made a motion for an adjournment of today's meeting. Rob St. Peter seconded the motion. All in favor. Motion carried. The meeting was adjourned at 11:49 am.**