

PINON HILLS WATER USERS ASSOCIATION INC.
P.O. BOX 1165
WALSENBURG, COLORADO 81089
Meeting held at the J.C. Copeland Residence 506 Indian Creek Rd.
Annual Meeting Minutes of the Board of Directors
August 6th, 2022

1. CALL TO ORDER:

Jim Borawski opened the meeting at 9:02 am.

2. ROLL CALL:

JIM BORAWSKI (President): Present

ROB ST. PETER (Vice President): Present

BOB POMEROY (Treasurer): Present

J.C. COPELAND (Director): Present

ADAM BATTAIA (Water Operator) Present

KRISTAN LOWE (Secretary): Present

Members present:

Ken & Ann Blakeslee, Nancy & Bill Keane and Joel Gregg

3. APPROVAL OF AGENDA - PROOF of NOTICE July 31st 2022th.

Proof of Notice was provided to all members on 7/31/2022 via an email notification. Jim Borawski asked if there were any additions or changes to today's Agenda - There were none.

J.C. Copeland made a motion to approve the July 31st 2022, Agenda, (proof of notice) as presented.

Jim Borawski seconded the motion. All in favor. Motion carried.

4. MINUTES CORRECTION AND APPROVAL: May 7th, 2022 Regular Meeting Minutes:

Board members reviewed the May 7th, 2022 regular meeting minutes prior to today's meeting. Jim Borawski asked if there were any changes or additions needed. There were none.

Jim Borawski made a motion to approve the May 7th, 2022 Regular Meeting Minutes as presented.

Bob Pomeroy seconded the motion. All in favor. Motion carried.

5. FINANCIAL REPORT:

- Bob Pomeroy gave an update regarding association expenses to date. Board members briefly discussed the account balances through July 31st, 2022. He also asked that Bob allocate the tap fee to reflect on the P&L sheet. J.C. Copeland explained a credit application is necessary with Ferguson's engineering J.C. will look into the credit card application process to purchase new valves. Bob explained there was an outstanding bill for the Shottle residence and that the owner has moved away. Jim Borawski will attempt to make contact and collect the remaining balance. The board agreed a notice should be provided in writing and warn of a lien for no payment in accordance with the PHWUA Rules and Regulations. The board will reimburse Adam for the purchase of a new meter pit. Jim explained the cleaning deposit was refunded from the town of La Veta for the use of the rec center conference room.

Rob St. Peter made a motion to accept the July 2022 Financial Report as presented. J.C. Copeland seconded the motion. All in favor. Motion carried.

Board members discussed a customer that reached out to advise the payment for July and August wood be made late due to a personal hardship. The board agreed to waive the late fees to help out. Bob Pomeroy also asked that rate for monthly fees be changed so that the amount is a flat and even amount monthly. The checks are being send for the wrong amount making accounting errors happen easily. The rate will be changed from \$114.81 to \$115 per month effective immediately. Bob will put a message with the next bill to notify members.

J.C. Copeland made a motion to waive the late fees at the Yeddo property. Jim Borawski seconded the motion. All in favor. Motion carried.

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

- J.C. Copeland thanked Bob Pomeroy for his help with processing paperwork for Ann to correct the Articles of incorporation.
- 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 and J.C. Copeland reiterated the importance of continuing the conversation with the ranch owners to negotiate discounted rates.
- Adam Battaia will keep looking into suppliers and he plans to reach out to Rampart Plumbing for meter supplies.
- J.C. Copeland and Rob St. Peter will try to set up a meeting with Ranch owner Trey Moore to negotiate rates and try to avoid another rate increase.
- Bob Pomeroy and J.C. Copeland will work on creating delinquent and lien letters that the board can use now and in the future. They plan to reach out to delinquent customers.
- The board plans to purchase a meter pit, yoke, meter and meter parts for the Keane residence. The board agreed it would be good to have some of these meter supplies on hand for future needs or problems as they arise.
- Jim Borawski explained they are needing to move forward with the meter install at the John Giordano residence. They need a ¾ in meter to be installed. They are having difficulties finding a contractor to install their water tap. Jim Borawski will follow up with John.
- The Preliminary engineering Report grant process has been reinstated. The PHWUA meets the requirements for the USDA. We can now proceed with the application. Thank you to J.C. Copeland for his efforts to get this handled. The USDA required the Articles of Incorporation be changed to allow borrowing. J.C. Copeland will proceed with the applications.
J.C. Copeland made a motion to proceed with the USDA, GMS and PER funding applications. Jim Borawski seconded the motion. All in favor. Motion carried.
- J.C. Copeland requested a change be made to Articles of Incorporation item No. 7. He explained the wording needs to be changed to remove the word majority and amendments allowed only by the board. He would like to amend it so that section B states, has the ability to borrow money and add in the majority of the voting power of the *members* of the association.
- Telemetry – Adam Battaia is obtaining quotes for a monitoring system for the well. He plans to reach out to Chrono to find out more.
- Chester and Kristan Lowe of 633 Indian Creek will allow the use of the old Ford Backhoe at any time. Rob St. Peter knows how to start it up. It will need some minor repairs on the hydraulic lines at some point.
- J.C. Copeland provided the final draft of the Water Use Agreement and explained he will be trying to obtain a signature from all members. Please be on the lookout for this agreement and return it ASAP.
Jim Borawski made a motion to require all PHWUA members to sign the final draft of the Water Use Agreement. Rob St. Peter seconded the motion. All in favor. Motion carried.

- Board members agreed to reimburse the legal fees paid to Debra S Geats to help prepare Articles of Incorporation.
- **Bob Pomeroy made a motion to reimburse up to \$600 for legal fees. Rob St. Peter seconded the motion. All in favor. Motion carried.**
- Bob Pomeroy will try to find accountant to review Audit
- Jim Borawski and Bob Pomeroy will ensure the new Article of Incorporation is sent to the State of Colorado.
- Board members are looking for help from PHWUA members with writing and applying for grants.
- Ken working on website capabilities and website updates, 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.
- The next PHWUA Regular Membership meeting will be held at **9:00am on November 12th, 2022** at J.C. Copeland's residence located at **506 Indian Creek Rd. Walsenburg, CO 81089.**

7. **ADJOURNMENT:**

Jim Borawski made a motion for an adjournment of today's meeting. Bob Pomeroy seconded the motion. All in favor. Motion carried. The meeting was adjourned at 10:37 am.