

**PINON HILLS WATER USERS ASSOCIATION INC.**  
**P.O. BOX 1165**  
**WALSENBURG, COLORADO 81089**  
**Meeting held at the Blakeslee Residence**  
**431 Indian Creek Rd.**  
**Walsenburg, CO 81089**  
**Regular Board Meeting Minutes**  
**January 10th, 2024**

**CALL TO ORDER:**

Meeting was called to order at 5:03 pm by Ken Blakeslee

**ROLL CALL:**

Ken Blakeslee (President): Present  
Rob St. Peter (Vice President): Present  
Bob Pomeroy (Treasurer): Present by phone  
Joel Gregg (Director): Present  
Kristan Lowe (Secretary) : Delayed and then Excused  
Adam Battaia (Water Operator): Present

**Members present:**

Curtis Davison  
Sandi Gregg

**Minutes Correction and Approval:**

October 7th 2023 Regular Meeting Minutes. The minutes were provided for review by the board prior to the meeting. Ken Blakeslee asked for any changes or corrections. There were none so Ken Blakeslee asked for a motion to approve the minutes. Rob St. Peter moved to approve the minutes, seconded by Bob Pomeroy. The motion was carried and the minutes were approved.

**Proof of Notice Approval:**

Email sent Fri, Jan 5, 2:38 PM, posted to website Jan 5, 3:00 PM

**Association Financial Report – Treasurer’s Report by Bob Pomeroy**

Bob Pomeroy discussed the PHWUA balance sheet as of 01/07/2024 noting total checking/savings of \$66,886.77, receivables of \$3,384.00 for a total current assets of \$70,270.77.

Bob noted that payments are being received late from a number of members. Members report that the problems may be with their bank or the post office. Options were discussed on how to help members stay current with payments. Ken Blakeslee will send a message to members reminding them of payment due dates and requesting feedback on possible payment options such as paying quarterly rather than monthly. In addition Bob will review the messaging on the bills to remind customers of the applicable dates and also remind them to review their water usage amount shown on the statement as this might help them notice unexpected usage which could point to a leak or stuck toilet valve in their home.

Ken Blakeslee requested a motion to approve the Treasurer's Report. Rob St. Peter made the motion Joel Gregg seconded and the motion passed.

### **Water Operator Report: - Adam Battaia**

Adam Battaia reported that the system is running well. Average daily usage is consistently around 7,000 gallons which is lower than the usage in the warmer months and when there are seasonal residents present. All required testing is up to date. Adam will obtain a contact through the Water Quality Control Division of the Colorado Department of Public Health to calibrate the system master meter.

Adam has recently installed a new heater in the chlorination building. This is great timing with the recent cold weather. Adam will be purchasing a supply of bleach for the chlorination system this week. It was decided that, with the pending system engineering study, we will not proceed with additional tank monitoring telemetry installation at this time.

Ken Blakeslee requested a motion to approve the Water Operators Report. Rob St. Peter made the motion Joel Greeg seconded and the motion passed.

### **Old Business:**

#### **Progress on leak detection**

Two staff members from the Colorado Rural Water Association spent several hours with leak detection equipment and were unable to locate any leaks in our system. Given the current consistent water usage, the lack of any discernible leak, and the pending Preliminary Engineering Study it was decided that we would not carry out any further leak detection activity at this time.

#### **Status of USDA grant application**

On Monday January 7th Ken Blakeslee received notice from Tineel Baroz, Community Program Area Specialist, Alamosa Service Center, Rural Development United States Department of Agriculture that our application had received preliminary approval. She provided three documents that were reviewed by the board for signature and return.

The documents are USDA form 1940-1 Request for Obligation of Funds, Rural Development form 1942-46 Letter of Intent to Meet Conditions, and Rural Utility Service Bulletin 1780-12 Water and Waste System Grant Agreement.

In summary these documents allow PHWUA to receive up to \$39,000.00 in grant funds to be matched by up to \$13,000.00 in funds from other sources. These sources can be cash on hand or grants from other sources. These funds must be used for a Preliminary Engineering Report and an Environmental Report in preparation for system upgrades.

PHWUA has been working with GMS Engineering and these funds will allow work to begin on these studies which are required prior to major renovation of our system. As part of this work GMS will assist PHWUA in obtaining funding for the recommended system upgrades.

Ken Blakeslee requested a motion to approve signing the documents and returning them to USDA to finalize the grant and receive the funds. Bob Pomeroy moved to sign the documents and move forward with the grant process. Joel Gregg seconded the motion and it passed

#### **Communication with the ranch regarding a change in our relationship**

Ken Blakeslee has been in communication with Trey Moore regarding a change in the relationship between PHWUA and JW Ranch. Currently the agreement requires JW Ranch to supply water to PHWUA and maintain the well which is on ranch property as well as pay for all well costs and maintenance. In exchange PHWUA pays JW Ranch for the water provided on a per gallon rate that is subject to increase with the cost of living. JW Ranch has proposed a change that would make PHWUA responsible for the cost and maintenance of the well and remove JW Ranch from the obligation to provide

water from another source should the well fail. In exchange for this the cost of water to PHWUA would be reduced.

JW Ranch made a proposal and Ken Blakeslee has made a counter proposal which JW Ranch is reviewing. This is in the early stages of discussion and no other action is needed at this time.

#### **Follow-up on installation of tap for John Giordano residence**

Ken Blakeslee will contact Jim Berowski for status

#### **How to proceed on meter installation for Keene's**

The need to install a meter at the Keenes was discussed. It was the recollection of those involved in earlier discussion that the Keene's were to pay for the meter and associated parts and PHWUA would cover the cost on installation. Ken Blakeslee will follow-up with the Keene's to develop a plan to get this done when the weather is better in the spring or summer.

#### **Colorado Rural Water Association Membership**

The board agreed that there is value in being a member of the Colorado Rural Water Association. Ken Blakeslee will pay the annual dues online. It was suggested to board members look into the services provided by the Colorado Rural Water Association.

#### **New Business:**

##### **Lead Pipe Inventory progress**

There is a regulatory requirement for all water systems to complete an inventory of lead pipes in their system. Adam Battia has compiled and submitted some information to the Water Quality Control Division of the Colorado Department of Public Health. Ken Blakeslee was contacted by WSP, an engineering firm under contract with the Water Quality Control Division of the Colorado Department of Public Health and has engaged them to assist with the completion of the required reporting at no cost to PHWUA. A kickoff video conference was held on the afternoon of 01/10/2024 to begin the documentation process.

##### **Options for additional grant funds for matching USDA grant**

Ken Blakeslee requested that board members watch for possible additional funding sources for funds to match the USDA grant. Adam Battia indicated that he is working with his contact at the Water Quality Control Division of the Colorado Department of Public Health on an application for a grant.

##### **Specifications for repair parts to have on hand**

Ken Blakeslee noted that there has been an ongoing discussion regarding the need to have some key system components on hand for emergency and preventive repairs. Ken requested that board members and Adam Battia compile a list of items to acquire. This will be followed up in future board meetings.

##### **Date for next meeting**

Since the annual membership meeting will be four months away in May the group decided to meet in March, The next PHWUA board meeting will be held at 431 Indian Creek Road on Wednesday March 13th at 5:00 pm.

##### **Adjournment:**

With the conclusion of reports, old business and new business Ken Blakeslee requested a motion to adjourn. Rob St Peter moved for adjournment, Joel Gregg seconded the motion and it passed. Meeting adjourned at 6:05