**BAILEY WATER & SANITATION DISTRICT**

**PO BOX 422**

**BAILEY, CO 80421**

**Agenda of Meeting of the Board of Directors**

**Regular Meeting of the Board of Directors**

**Wednesday, March 26, 2025**

**At the PCCC, 4954 County Rd 64, Bailey, CO 80421, at 6:00 P.M.**

1. Call to Order.
2. Approval of Minutes from February 26, 2025.
3. Approval of the Agenda for March 26, 2025.
4. Legal.
   1. Election update.
   2. Executive session to receive legal advice regarding the Bezzant property.
5. Guests.
6. Operator Reports.
   1. March
7. Maintenance.
8. Engineering.
   1. Updates from Will.
9. Administrative.
   1. Adjustments.
   2. Billing Register.
   3. Past Due Customers.
   4. System Totals Report.
   5. Sales and Receivables.
   6. Balance sheet.
   7. Transaction list by Vendor.
   8. Deposit detail.
10. Old Business.
    1. Credit card for employees.
    2. Audit proposal.
11. New Business.
12. Adjournment.

**February 26, 2025 Meeting Minutes**

1. Call to Order (6:00pm).
   1. Attending.

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| 1. John P | 1. Chip T | 1. Tom K |
| 1. Miguel G | 1. Darrell E |  |

1. Approval of Minutes from January 22, 2025, Meeting Mins.
   1. TK motion.
   2. MG seconded.
   3. Approved.
2. Approval of the Agenda for February 26, 2025, Agenda.
   1. CT motion.
   2. JP seconded.
   3. Approved.
3. Legal.
   1. Election.
      1. Have 4 self-nomination forms submitted at this point.
      2. The appointed directors will serve 2-year terms and the elected directors will be for 4-year terms.
      3. The deadline for self-nomination forms is 5pm Friday. If the deadline is missed, you can do a write in. Deadline March 3.
   2. Updates from Anita.
   3. Executive session to receive legal advice regarding Bezzant property.
      1. Motion to enter an executive session per 24-6-402 (4)(a), C.R.S., Concerning the purchaser and acquisition, lease, transfer, or sale of any real, personal, or other property interest.
         1. Session starts at 6.43 pm.
            1. MG motion.
            2. TK seconded.
            3. Approved.
         2. Session ends at 7:08 pm.
            1. MG motion.
            2. JP seconded.
            3. Approved.
4. Guests.
   1. Craig (audit proposal).
   2. Scott Enneking.
      1. Manager at Moore Lumber. He would like to discuss connecting an RV waste station at Moore Lumber.
      2. Discussion about the current WWT and that it could not handle this addition. Once we have the new station, then we can start looking at plans and what would be needed for this project.
5. Operator Reports.
   1. February.
      1. No updates from Paul. He will start drafting operator reports for the district.
      2. Violation notice.
         1. Discussion about the notice and that most of the concerns are already addressed or currently being addressed.
         2. Paul believes these results were during the transition period between operators and that they have since corrected.
6. Engineering.
   1. Updates from Will.
      1. WT facility.
         1. Got the documents from Bezzant attorney.
         2. CMAR agreement has been prepared and is ready for review and signatures.
         3. Reached out to CDOT regarding permits.
         4. Pilot testing was done and waiting on reports.
      2. WWT facility.
         1. USDA for next steps. Waiting for a response.
      3. CR64.
         1. Working with PC.
         2. Will apply for LWTF grant. It should be min. cost for the district.
      4. Miscellaneous.
         1. Connor Nolan requested a water supply for their project. Will let him know that we do not have the water resources for this project.
            1. Discussion about possible options.
            2. Logan points out that we pump more water in the summer months already. He will pull last summer’s numbers and see if we can give them something. He is wondering if there is a different way to get them water because they do not need treated. Will thinks there is a regulation that could cause us trouble if we try to give them non-treated water. He thinks it would cost more than it was worth trying and go the untreated route.
            3. Discussion about possible options. Logan is concerned about pushing this system that hard.
7. Administrative.
   1. Adjustments.
   2. Billing Register.
   3. Past Due Customers.
   4. System Totals Report.
   5. Sales and Receivables.
   6. Balance sheet.
   7. Transaction list by Vendor.
   8. Deposit detail.
8. Old Business.
   1. Water storage tanks.
      1. Darrel has reached out to a company and gave them all the info.
      2. He will reach back out again.
   2. Credit cards for employees.
      1. Paperwork in. Waiting for final approval.
   3. Update on Election.
9. New Business.
   1. Audit proposal (Craig).
      1. Committed to an audit under the terms for borrowing the money for the WT project.
      2. Craig is worried about the current funding status.
         1. Nothing has been affected at this point, but a lot of programs are withholding funding at this time due to changes.
         2. Discussion about the next steps for the projects and see what happens with the funding as it comes. Craig just wanted to make sure the board was informed about possible changes.
      3. Expectations of audit.
         1. Providing trial balance and access to the books.
         2. Will have to prepare requested schedules.
         3. Discussion about future process for bookkeeping for BWSD. Craig proposes training admin to take more of the bookkeeping on her side.
         4. He will have admin assist with the audit and needed info.
      4. Craig does not think we need an audit exemption if we are going with this proposal. If we do not go with this proposal, then we might want to consider doing the exemption.
      5. Board previously agreed that they would go with this proposal and start the process.
      6. Discussion about what comes next with the audit process and what Craig and Admin will start to get the process moving as quickly as possible.
10. Adjournment.
    1. TK motion.
    2. JP seconded.
    3. Approved.