

**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 25, 2026, at PCCC and**

**via Zoom.**

- I. Call to Order.
- II. Approval of the Agenda for March 25, 2026.
- III. Approval of Minutes from February 25, 2026
- IV. Guests.
  - A. Craig.
- V. Legal.
  - A. Updated on Bezzant Property.
  - B. Memo from water attorney.
  - C. Executive session to discuss personnel (end of meeting).
- VI. Operator Reports.
  - A. February
- VII. Maintenance.
  - A. Updates.
- VIII. Engineering.
  - A. Updates.
- IX. Administrative.
  - A. Adjustments.
  - B. Billing Register.
  - C. Past Due Accounts.
  - D. System Totals Report.
  - E. Sales and Receivables.
  - F. Balance Sheet.
  - G. Transaction List by Vendor.
  - H. Deposit Detail.
- X. Old Business.
  - A. Employee handbook (draft).
  - B. New signers for bank accounts.
  - C. Online options.
- XI. New Business.
  - A. Peter Trela email.
- XII. Public Comment.
- XIII. Adjournment.

**February 25, 2026 Meeting Minutes.**

- I. Call to Order (6:01 pm).
- II. Attending.

Tom K.	Chip T.	Darrell E.	Sadie S.	Miguel G. (excused).
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- III. Approval of the Agenda for February 25, 2026.
  - A. DE motion.
  - B. TK seconded.
  - C. Approved.
- IV. Approval of Minutes from January 28, 2026.
  - A. TK motion.
  - B. DE seconded.
  - C. Approved.
- V. Approval of Minutes from February 3, 2026
  - A. DE Motion.
  - B. TK seconded.
  - C. Approved.
- VI. Approval of Minutes from February 12, 2026
  - A. DE motion.
  - B. TK seconded,
  - C. Approved.
- VII. Legal.
  - A. Updated on Bezzant Property.
    - 1. Subdivision application approved. Next will be the BOCC meeting on March 17.
    - 2. Discussion about the meeting and deadlines.
    - 3. Anita found the de-brusing document that was needed.
  - B. Executive session to discuss personnel (end of meeting).
    - 1. Motion to move into an executive session for personnel matters involving Logan, our head maintenance man. This is pursuant to 24-6-402(4)(f), C.R.S. Our attorney, Anita Marchant, agrees this constitutes an executive session.
    - 2. Motion to move into executive session (7:36).
      - a) DE motion.
      - b) TK seconded.
      - c) Approved.
    - 3. Motion to leave executive session (7:53).
      - a) DE motion.
      - b) TK seconded.
      - c) Approved.
- VIII. Guests.
  - A. Peter Trela.
    - 1. Peter is here to discuss his property and adding taps to a couple new builds he is planning. Discussion about adding two small houses onto a property next to his current property and what would be needed.

2. He currently has a 4in sewer line and has a well servicing the house currently. This attachment was already done when they bought and moved into the property.
3. Discussion about layout for the current system that Peter has. Discussion about what Mac said for the hookup and possible options for hookup. He is hoping to get this project done before the summer.
4. The board brought the application for Peter and discussed the application. Discussion about expectations and what happens when the tap is installed. Discussion about where we would be able to connect the main line (by manhole 1 most likely). Peter does not think they can do that hookup and would have to try and get a well. Chip recommends they also talk to the county about what they require for this project first and we will have our engineer review and see what we can do for the hook up.
5. Peter's main concern is that he does not want to run his lines into other people's property. The board reiterates that they are more than happy to try and work with Peter but they would need to have Will review possible options for hook ups and what BWSO would need for the project.
6. Will specifies that the rules and regulations state that you have to have the service line go directly to the main line and property. They would not be able to attach to the 4in sewer line already attached. They would also need an engineer to draw up the service lines and have Park County approve and then present to BWSO.
7. If they decide they do not want to use BWSO, then they can apply for an exemption in order to do a well and septic.
8. Peter is wondering if they could get the drawings for the main lines for BWSO. Discussion about building to BWSO specs. The board would just confirm the specs were met and all rules and regulations were met.
9. Discussion about the inspection and that the district would need to inspect each section.

IX. Operator Reports.

A. January.

1. Waiting for computer improvements. That should be finished soon.
2. There were some issues about some elevated samples. Tom is wondering if we could make some adjustments now to help with the results.

X. Maintenance.

A. Updates.

1. The main line break was repaired. If there is another break in the area, Logan recommends that we abandon that line and run a new line with better placement (board agrees).
2. All problem curbstops have been repaired.
3. The trailer park is turned on because they repaired their lines. Logan recommends we meter it to be able to track the water and make sure we do not have leaks.
4. Storage tanks are up and running with new pumps.
5. Tom would like to discuss raising the price of the water station.
  - a) Will would like to bring up the Water Sale location because CDOT has mentioned that at some point we need to move the station. It cannot stay in the CDOT easement.
  - b) Discussion about possible options for upgrades to water sales and maybe a dump station if we are already upgrading.
6. Problems: Polypump lost its programming and 2in side has an electrical issue (both are being worked on).

XI. Engineering.

- A. Updates.
  1. Need to get a floodplain development permit.
  2. Pay request #6 is on hold until the loan application is submitted.
  3. Disadvantaged community status approved.
  4. Loan application will be submitted prior to the deadline.
  5. Sam was renewed.
  6. EIAF grant application submitted for \$1,000,000.
  7. Found the De-Bruce info.
  8. Applying for the \$500,000 grant for PC LWTF.
- XII. Administrative.
  - A. Adjustments.
  - B. Billing Register.
  - C. Past Due Accounts.
  - D. System Totals Report.
  - E. Sales and Receivables.
  - F. Balance Sheet.
  - G. Transaction List by Vendor.
  - H. Deposit Detail.
- XIII. Old Business.
  - A. Storage Tanks.
    1. Electric is in and pumps are up and running.
    2. Liner is ready and we just have to schedule the install in warmer weather
  - B. Employee handbook (draft).
    1. Anita sent out the latest version to the board.
    2. Will review at the next meeting.
- XIV. New Business.
  - A. Colotrust funds and update on amount in Colotrust.
    1. Colotrust at \$100,000.
  - B. New signers for bank accounts.
    1. Need to get Sadie on the signer card.
  - C. Online options.
    1. Reviewing options for online options.
- XV. Public Comment.
  - A. Jim Meyers is here from Platte Canyon Chamber. He is here to offer any help they can provide. Discussion about how we can work together to benefit the community.
- XVI. Adjournment (7:53 pm).
  - A. DE motion.
  - B. SS seconded.
  - C. Approved.

**March 25, 2026 Meeting Minutes**

- I. Call to Order (6:33 pm).
- II. Attending.
  - A. Board Meeting.

Chip T.	Tom K.	Sadie S.	Darrell E.	Miguel G.
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- III. Approval of the Agenda for March 25, 2026.
  - A. Motion to approve the March 25, 2026 Agenda.

1. TK motion
  2. CT seconded.
  3. Approved.
- IV. Approval of Minutes from February 25, 2026
- A. Motion to approve the February 25, 2026 Minutes.
    1. TK motion.
    2. SS seconded.
    3. Approved.
- V. Guests.
- A. Craig.
    1. Discussion about where the financials are currently compared to the previous report in October. Discussion about the funds in comparison to the current cost of the spending for the Water project.
    2. Craig is recommending that the district stop the project until we can get more cash flow in through grants and other funding to ensure we can pay the recurring monthly expenses.
    3. Craig also recommends we go to DOLA and request an emergency loan to provide a buffer for the district. He thinks we should do this before we start looking into/utilize water rights. Anita and Craig will coordinate on talking with DOLA
    4. Discussion about the Bezzant property and requirements for closing.
    5. Discussion about upcoming income for the district and what to expect in the coming months. Craig recommends the district look at additional income revenues that the district will have to take in order to start eating away at the income deficit.
- VI. Legal.
- A. Updated on Bezzant Property.
    1. The subdivision is approved by BOCC. Have a couple conditions to complete to finish out the full subdivision.
    2. Anita is reviewing the closing instructions to ensure we have everything set for the closing.
  - B. Memo from water attorney.
    1. Discussion about upcoming drought issues that Colorado could be facing. Discussion about how water rights work and how droughts could affect those rights.
    2. Discussion about when the BWSO aug plan was set up and what water rights the district has. We are talking with a water attorney to review the water rights and Anita would like to chat with Chip and Mac about the water rights based on their knowledge. We also have a claim to some of the water in the reservoir by the high school.
    3. The goal of the district is not to sell the water rights but to lease the water.
  - C. Executive session to discuss personnel (end of meeting).
    1. Motion to move into an executive session for personnel matters involving Paul, our operator. This is pursuant to 24-6-402(4)(f), C.R.S. Our attorney, Anita Marchant, agrees this constitutes an executive session.
    2. Motion to move into executive session (8:15pm).
      - a) SS motion.
      - b) TK seconded.
      - c) Approved.
    3. Motion to leave executive session (8:30pm).
      - a) DE motion.

- b) TK seconded.
  - c) Approved.
- VII. Operator Reports.
  - A. February.
  - B. Discussion about possible options for additional income.
- VIII. Maintenance.
  - A. Updates.
    - 1. Water sales.
      - a) After the repair, the turbidity of the water coming out of sales was high. The turbidity is slowly lowering, but if it does not clear out, we will have to repair the chamber.
      - b) CDOT is also requesting that the water plant be moved. Once the new plant is built, we will be moving the station anyways once we have the new plant.
      - c) Discussion about raising rates on the station.
    - 2. We still need to fill in some asphalt from digging. We will have to postpone the asphalt until we have more funds opened up.
- IX. Engineering.
  - A. Updates.
    - 1. Discussion about the CR 64 project and that it is delayed. We can submit for a grant for the work we already did for the project.
    - 2. Discussion about upcoming grants. The payment #6 is delayed until June.
    - 3. Working with CDOT for our access and subdivision.
    - 4. We have to own the land to get the construction loan. This would be closer to the Sept. area.
    - 5. DOLA grant for \$1,000,000 is coming up in May. Will have to do a 15 mins presentation in Cannon City. Will bring it up at the next meeting as a reminder.
    - 6. Waiting on PC LWTF grant that was submitted.
- X. Administrative.
  - A. Adjustments.
  - B. Billing Register.
  - C. Past Due Accounts.
  - D. System Totals Report.
  - E. Sales and Receivables.
  - F. Balance Sheet.
  - G. Transaction List by Vendor.
  - H. Deposit Detail.
- XI. Old Business.
  - A. Employee handbook (draft).
    - 1. Will send a copy of the handbook to maintenance and board.
  - B. New signers for bank accounts.
    - 1. The board is going to go in on April 2nd and sign.
  - C. Online options.
    - 1. Discussion about an online option that would update our invoices, utility system, etc in one place.
- XII. New Business.
  - A. Peter Trela email.
    - 1. Discussion about his current system and what his goal for this project is. Discussion about deterioration on the line in that area and what would need to happen to fix it.

2. The board would like to do a special meeting with Will to address what the district can do for this property and how we can move forward with this project.

XIII. Public Comment.

XIV. Adjournment (8:25 pm).

- A. TK motion.
- B. SS seconded.
- C. Approved.