



CALL TO ORDER

The regular meeting of the Kiowa Water and Wastewater Authority was called to order on October 14, 2025, at 5:31 pm by Secretary Duvall.

ROLL CALL

Present: President Donald Gabehart, Secretary Jill Duvall, Director Laurel Brown and Director Bret Wager.

Absent: Treasurer Teresa Parker

Also present:

Kim Boyd, Town Administrator

Sasha Davidson, Town Clerk

Paul Grant, Headways Consultants on Zoom

Terry Howard, Mayor

Tammy Hart, Mayor Pro Tem

PLEDGE OF ALLEGIANCE

President Gabehart led the Board in the Pledge of Allegiance.

CONSENT ITEMS

- A. **Approval of the Agenda** – President Gabehart entertained a motion to approve the agenda. Secretary Duvall made the motion to approve the agenda. Director Brown seconded the motion, and the motion passed 4-0, with no discussion.

- B. **Approval of the minutes of September 9, 2025, Meeting** – President Gabehart entertained a motion to approve the minutes of September 9, 2025. Director Wager made the motion to approve the minutes. Secretary Duvall seconded the motion, and the motion passed 4-0, with no discussion.

PUBLIC COMMENTS

None

FINANCIAL REPORTS

- A. **Expenditures for Year-to-Date 2025** - Administrator Boyd shared the financial reports, noting that there have been some expenditures relating to digging up some deep meters to make them accessible. There were some clarifying questions asked by board members.

STAFF REPORTS

A. Paul Grant, ORC

- 1. Monthly Report – written report was submitted in the packet. No discussion.
- 2. Sewer plan has an actuator valve that needs to be replaced. He is going to try and install it himself to save some money.

3. Water service line leak on N Side of Hwy 86 near museum – meter needs to be dug up to replace meter setter – it is right in the middle of a concrete driveway - may have to shut off north side of town from Hwy 86 to fix due to valves not completely shutting off – plan for early in morning or late at night. Right now, there is a temporary fix until able to schedule full repair. There were some questions asked about valve replacements and water shut off. Paul is looking for a machine that could help open and close the valves.

B. Kim Boyd, Town Administrator

1. Report was submitted to DOLA regarding return of million-dollar grant. KWWA is allowed to reapply for the grant in the future.
2. 2026 budget needs to be put out for public hearing for November meeting. It was suggested that a \$50,000 contingency fund be added for next year. Restricted funds currently are held for emergencies. It was recommended that the \$50,000 instead be split between water and sewer maintenance. Some funds have been designated for UV bulbs for the sewer plant and new meters. Paul's rates will increase next year, including the elimination of the first free hour of service for emergency calls. There was a slight increase in the technology funds to cover new services.
3. The account that has been in arrears for a year has had a lien put upon the mobile home to cover the overdue funds. The eviction of the tenant from the mobile home park has been filed in court. Since the tenant is renting the space from the mobile home park, it has been stated that the owner(s) of the mobile home park will pay the overdue bill once everything is completed.
4. Trash dumpster at the sewer plant has not been emptied in a year. HBS has been contacted, and it has been requested that we either get a full refund, or credit for the year.
5. Fire Station well is in a holding pattern right now. We are waiting on a cost estimate bid from Wright Water for what it will take to bring the well back online.
6. Water Plan – We are still waiting on a draft of the water plan from Wright Water.
7. IGA – We still are waiting on a response from Elbert County on the draft IGA that was sent.

8. Sasha Davidson, Clerk

1. Systems Total Report – There was about 25% loss of water this month.
2. Delinquent accounts – all were paid last month minus the single continuing one.
3. There were no shut-off notices that were sent out along with 10 warning letters.
4. Maguire contacted us about the water tank paint color – a neutral white color.
5. 15 more meters have been replaced so we have 277 accounts on digital meters.

NEW BUSINESS

None

OLD BUSINESS

None

CORRESPONDENCE/DISCUSSION

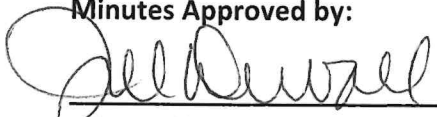
None

ADJOURN

President Gabehart entertained a motion to adjourn. Treasurer Duvall the motion to adjourn. Director Wager seconded the motion, and the motion passed 4-0 with no discussion. The meeting adjourned at 5:55pm.

The next regular meeting will be on Wednesday, November 12, 2025, at 5:30pm at Kiowa Town Hall.

Minutes Approved by:



Jill Duvall, KWWA Secretary



Sasha Davidson, Secretary to the Board