

CALL TO ORDER

The regular meeting of the Kiowa Water and Wastewater Authority was called to order on November 12, 2025, at 5:31 pm by President Gabehart.

PLEDGE OF ALLEGIANCE

President Gabehart led the Board in the Pledge of Allegiance.

ROLL CALL

Present: President Donald Gabehart, Secretary Jill Duvall, Treasurer Teresa Parker, Director Laurel Brown and Director Bret Wager who arrived at 5:34pm.

Also present:

Kim Boyd, Town Administrator

Sasha Davidson, Town Clerk

Paul Grant, Headways Consultants on Zoom

Terry Howard, Mayor

Tammy Hart, Mayor Pro Tem

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 October 14, 2025, Meeting** – President Gabehart entertained a motion to approve the minutes of October 14, 2025. Director Brown made the motion to approve the minutes. Secretary Duvall seconded the motion, and the motion passed 4-0, with no discussion.

PUBLIC COMMENTS

None

PUBLIC HEARING

- A. Finalize 2026 Proposed Budget. – No public comments were made. It was noted that the revisions requested at the previous meeting were made.

NEW BUSINESS

- A. Discussion and possible action on Resolution No. 6, Series 2025, A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET AND APPROPRIATING SUMS OF MONEY TO EACH FUND IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE KIOWA WATER AND WASTEWATER AUTHORITY FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2026, AND ENDING ON THE LAST DAY OF DECEMBER, 2026.

President Gabehart entertained a motion to approve the 2026 Proposed Budget. Secretary Parker made the motion to approve Resolution No. 6, Series 2025, A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET AND APPROPRIATING SUMS OF MONEY TO EACH FUND IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE KIOWA WATER AND WASTEWATER AUTHORITY FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2026, AND ENDING ON THE LAST DAY OF DECEMBER, 2026. Treasurer Duvall seconded the motion. President Gabehart called for a roll call vote, which was as follows:

President Gabehart – Yes

Secretary Duvall – Yes

Treasurer Parker – Yes

Director Brown - Yes

Director Wager – Yes

The vote was 5-0 – motion passed with no discussion.

FINANCIAL REPORTS

- A. **Expenditures for Year-to-Date 2025** - Administrator Boyd shared the financial reports. There was no discussion.

STAFF REPORTS

A. Kim Boyd, Town Administrator

1. Water Plan Revisions – Wright Water plans to have a draft update ready for the December meeting.
2. Well at fire station – Per Wright Water – Analysis cost to connect water well to Town distribution system will be around \$20,000. Actual construction costs are projected at \$750,000 to 1.5 million to connect and reopen the well. CDPHE approval would be required prior to construction. Disinfection of the well might be an additional cost. It was suggested that well-drilling companies be contacted to get estimates from them on cost additionally. Grants for projects like this will be limited this year, due to the Governor reallocating funds to balance the state budget.
3. Colorado Rural Water – Safe water protection plan – Steering committee meetings have started. The first meeting was October 21, 2025, and the next meeting is scheduled for December 3, 2025. Members include representatives from the fire department, the sheriff's department, Kiowa School District, Elbert County Public Health, President Gabehart and Treasurer Parker and staff.
4. Congressional Funds for new well – No update due to government shutdown.

B. Paul Grant, ORC

1. Monthly Report – written report was submitted in the packet. No discussion.
2. Water plant – getting ready to rehab tank by shop. There is a valve inside that is rusted shut – trying to get a new valve/parts to replace it.

3. Wastewater plant – A level transducer in the SBR2 basin needs replaced. The other one was replaced last year. It is estimated that it will cost around \$2,000.
4. Lift station pump – The loaner we borrowed needs to be returned in the next week. If we can't get a replacement – then the lagoon will be utilized again. A new pump will cost around \$12,000 and the plant needs two. A directive was given to Administrator Boyd and Paul Grant that contingency funds be used to cover the costs of purchasing two new pumps.

1. Sasha Davidson, Clerk

1. Systems Total Report – There was about 30% loss of water this month, partly due to the leak on Hwy 86. Additionally, there are about 6 meters that are not reading correctly – they are the original new meters in Ute Village that were replaced in late 2022 and early 2023 that are reading “0” water usage. Paul was given the list of meters to investigate them. They could be ones that were put in before freeze plates were included.
2. There were 3 shut-off notices that were sent out along with 10 warning letters.
3. Diamond Maps – work continues with the addition of sewer lines. The new public works employee has found a few more manholes to add to the map also. He has also been cleaning out the drainage holes and areas which we will map and add to the system. It was suggested that it might be beneficial to get him trained as an operator for the water system. There was some discussion about the drainage update as it relates to the new road project.

OLD BUSINESS

None

CORRESPONDENCE/DISCUSSION

None

ADJOURN


President Gabehart entertained a motion to adjourn. Director Brown the motion to adjourn. Director Wager seconded the motion, and the motion passed 5-0 with no discussion. The meeting adjourned at 5:58pm.

The next regular meeting will be on Wednesday, December 10, 2025, at 5:30pm at Kiowa Town Hall.

Minutes Approved by:



 Jill Duvall, KWWA Secretary
 Donald L. Gabehart President



 Sasha Davidson, Secretary to the Board