



CALL TO ORDER

The regular meeting of the Kiowa Water and Wastewater Authority was called to order on May 12, 2026, at 5:32 pm by President Gabehart.

PLEDGE OF ALLEGIANCE

President Gabehart led the Board in the Pledge of Allegiance.

ROLL CALL

Present: President Donald Gabehart, Treasurer Theresa Parker, Director Bret Wager, and Director Laurel Brown. Secretary Jill Duvall was absent due to out-of-town trip.

Also present:

Sasha Davidson, Town Clerk

Kim Boyd, Town Administrator

Michael Wolf, Chris Cobbley, and Steve Eis - Wolf Compliance via Zoom

APPROVAL OF AGENDA

President Gabehart entertained a motion to approve the agenda with amendments to the General Business section to add the Wright Water Engineering Contract. Director Brown made a motion to approve the agenda with the amendment to add Wright Water's Engineering Contract to the General Business section. Treasurer Parker seconded the motion, and the motion passed 4-0 with no discussion.

CONSENT ITEMS

A. Approval of the minutes of April 14, 2026, meeting and Expenditures for Year-to-Date 2026.

President Gabehart entertained a motion to approve all items on the consent agenda. Treasurer Parker made the motion to approve all the items on the consent agenda. Director Wager seconded the motion, and the motion passed 4-0, with no discussion.

PUBLIC COMMENTS

None

STAFF REPORTS

A. Kim Boyd, Administrator

1. **Safe Water Protection Plan** - The Safe Water Protection Plan process is nearing completion. A final draft is expected before the next meeting. Completion of current phase is expected to result in a \$5,000 grant reimbursement, with an additional qualifying phase may provide another \$5,000 in grant funding. Grant funds are proposed to be used for security cameras at the pump house and water tower. A site visit is scheduled to evaluate connectivity and installation costs.

B. Wolf Compliance, ORC –

1. **Wastewater Plant** - New pumps have arrived ahead of schedule, with installation expected during the current week.

2. **Water Line Project** - Quote received for new water line materials: approximately \$2,700, which is significantly lower than anticipated and the project can move forward once final connection requirements are confirmed.
3. **Water System Issues** - Ongoing efforts to isolate a leaking valve at an apartment complex. Existing shutoff valves do not appear to isolate the affected service, so a widespread shutoff and boil-water notice may be necessary to complete repairs.
4. **Well Levels** - Well levels have improved and are currently measuring approximately 57–60 feet, so recovery may be related to recent precipitation. Continued monitoring will help determine long-term trends.

C. Sasha Davidson, Clerk

1. **Systems Total Report** – Showing 18% water loss partly due to leak at apartment complex.
2. **Delinquencies** - 2 shut-off notices and 7 warning letters sent out. All the shut-off notices from the previous month were paid.
3. **Watering Restrictions** – Watering restriction sheets were mailed out and no feedback from residents has come in.

GENERAL BUSINESS

- A. **Policy 24-100 – Division of Work and Expense – Revised** - Existing policy places responsibility on the Authority for certain repairs, including yokes and service components. Staff reported significant repair costs, often ranging from \$4,000-\$6,000 per incident. Wolf Compliance advised that industry standard practice places responsibility for service infrastructure beyond the curb stop on the customer. Concerns were raised regarding: Ongoing repair costs, Warranty expectations created by Authority-performed repairs, Customer responsibility for private service lines, Need for inspection requirements when customers perform repairs. Additional discussion occurred regarding technical definitions and references to engineering standards.
- B. **Resolution 2026-03 – Resolution Amending Policy 24-100 Concerning Division of Work and Expense.** Discussion was briefly held to agree to pass this resolution with Policy 24-100 with the revisions suggested by Wolf Compliance.

President Gabehart entertained a motion to approve Item A, Policy 24-100, Division of Work and Expenses and Item B, Resolution 2026-03, Resolution Amending Policy 24-100, concerning Division of Waterwork and Expenses with Wolf Compliance’s revisions. Director Wager made a motion to approve Policy 24-100, Division of Work and Expenses and Item B, Resolution 2026-03, Resolution Amending Policy 24-100, concerning Division of Waterwork and Expenses with Wolf Compliance’s revisions. Treasurer Parker seconded the motion, and the motion passed 4-0 with no discussion.

- C. **Wright Water Engineering Services Contract** - Engineering services are required to complete EPA documentation associated with congressionally appropriated project funding. Wright water engineers have already participated in several project meetings. Scope of work includes preparation of technical documentation and project planning required for funding access.

President Gabehart entertained a motion to approve the Wright Water Engineering Services Contract. Treasurer Parker made a motion to approve the Wright Water Engineering Services Contract. Director Wager seconded the motion, and the motion passed 4-0 with no discussion.

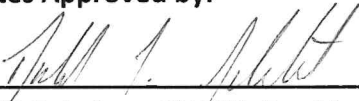
CORRESPONDENCE/DISCUSSION

ADJOURN

President Gabehart entertained a motion to adjourn. Treasurer Parker made the motion to adjourn. Director Wager seconded the motion, and the motion passed 4-0 with no discussion. The meeting adjourned at 6:15 pm.

The next regular meeting will be on Tuesday, June 9, 2026, at 5:30 pm at Kiowa Town Hall.

Minutes Approved by:



Donald Gabehart, KWWA President



Sasha Davidson, Secretary to the Board