



CALL TO ORDER

The regular meeting of the Kiowa Water and Wastewater Authority was called to order on July 14, 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, Secretary Jill Duvall (via Zoom), and Director Laurel Brown, Treasurer Theresa Parker and Director Bret Wager.

Also present:

Kim Boyd, Town Administrator

Todd Simon, Work Force, Inc.

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

Sasha Davidson, Utility Billing Clerk, was absent.

APPROVAL OF AGENDA

Director Brown made a motion to approve the agenda, and Director Parker seconded the motion, and the motion passed 5-0 with no discussion.

WORK SESSION PRESENTATION

A. Sewer Lines Inspection/Maintenance Program – Presented by Todd Simon with Work Force, Inc.

Mr. Simon spoke to establishing a structured inspection and maintenance program that can extend the useful life of wastewater infrastructure, reduce emergency repair costs, improve regulatory compliance, and provide municipalities with better information for long-term capital planning.

CONSENT ITEMS

A. Approval of the minutes of June 9, 2026, meeting

Director Brown made the motion to approve all the items on the consent agenda. Secretary Duvall seconded the motion, and the motion passed 5-0, with no discussion.

MONTHLY FINANCIALS

Administrator Boyd advised the Board that GL Account 7070 – ToK Operating Contract and GL Account 6630 – Dues & Subscriptions will require budget amendments during KWWA's annual budget amendment process, as both line items were underfunded in the 2026 adopted budget.

PUBLIC COMMENTS

None

STAFF REPORTS

A. Sasha Davidson, Clerk – absent this meeting.

B. Wolf Compliance

1. **Sewer Plant** – Staff reported that potable water has been extended to the wastewater treatment plant. Work is now focused on returning the screen and auger to service and replacing the influent valve.

C. Kim Boyd, Administrator

1. **Regulations, Collections, Liens & Attorney Fees** — Recent lien procedures following the discovery that attorney fees were inadvertently omitted from a lien payoff. Staff are working with legal counsel to draft revised Rules and Regulations and will ensure future lien payoffs include all recoverable costs, including attorney fees.

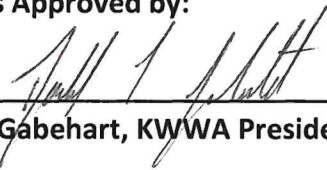
CORRESPONDENCE/DISCUSSION

Director Parker inquired about the status of the Authority's annual audit. Administrator Boyd advised that, due to her extended leave for family medical reasons, the Town and Authority requested and were granted an extension until September, based on the recommendation of the auditor.

ADJOURN

Director Parker made the motion to adjourn. Director Brown seconded the motion, and the motion passed 5-0 with no discussion. The meeting adjourned at 6:13 pm.

Minutes Approved by:



Donald Gabehart, KWWA President



Sasha Davidson, Secretary to the Board