



### **CALL TO ORDER**

The regular meeting of the Kiowa Water and Wastewater Authority was called to order on July 8, 2025, at 5:32pm 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.

Also in attendance:

Tammy Hart, Town of Kiowa Board of Trustees

Kim Boyd, Town Administrator

Sasha Davidson, Town Clerk

Paul Grant, Headways Consultants on Zoom

### **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. Treasurer Parker seconded the motion, and the motion passed 5-0, with no discussion.
- B. **Approval of the minutes of June 10, 2025, Meeting** - President Gabehart entertained a motion to approve the minutes of May 13, 2025. Treasurer Parker made the motion to approve the minutes. Director Wager seconded the motion, and the motion passed 5-0, with no discussion.

### **PUBLIC COMMENTS**

Joey Kuhn spoke briefly about the bar water line repair and how impressed she was with Paul Grant and the guys who worked with him. She also offered her husband's services to help find the lines underground.

### **FINANCIAL REPORTS**

- A. **Expenditures for Year-to-Date 2025** - Administrator Boyd shared the financial reports, noting a few corrections and adjustments. The board asked some clarification questions.
- 1) **Extended work proposed for Pumpman, Inc. on the well located at the Kiowa Fire Parking Lot** – There was discussion of the fact that there needed to be an additional \$3,370.00 spent on cleaning and conditioning of the well before testing could begin. There will probably be additional fees for lab fees later, but Paul was going to check.

President Gabehart entertained a motion to approve spending an additional \$3,370.00 to clean and condition the well. Treasurer Parker made the motion to approve the additional \$3,370.00 to be spent on cleaning and conditioning the well. Secretary Duvall seconded the motion, and the motion passed 5-0 with no discussion.

- 2) **Wright Water Engineering delayed invoicing on PNA Project** – CDPHE provided a \$10,000 grant which was used for the PNA. Invoices were paid as they were received in 2023 and 2024; however, several new invoices have come in for March 2024 – May 2025 for an additional \$10,541.83. They stated that they had held off invoicing KWWA due to the plan to pull from the next grant that would be sought for projects. New grants cannot be utilized for items already invoiced, only for those items coming. Some of the charges were discussed and disputed by the administrator and the board and not approved in the scope of work. Administrator was directed to dig into the charges before they would be approved to be paid.
- 3) **Emergency Repairs – Kiowa Bar - July 3, 2025 – \$7628.00** – It took 27 hours to complete the repairs due to complications with service line location under a concrete pad and a meter pit yoke replacement. Complications happened due to incomplete records from many years of repairs and replacements. The main line was not located even with multiple tries and machines. CNC's final invoice was \$6,458.00 which was cut down considerably. Headway's invoice was \$1,170.00. It was suggested that the cost be split with the business owner. It was noted that the property owner could not have known where her meter pit was based on the records available. After discussion about the responsibility of the property owner vs KWWA it was determined that KWWA would cover the costs of the repair.
- 4) **Annual Sewer Maintenance** – After a brief discussion, it was decided that the sewer maintenance would be held off for one year to save on costs after it was determined that a one-year delay would cause no harm.
- 5) **Changing UV Bulbs** – In 2023 the cost of replacement bulbs was \$3,587.63 plus a \$100 tax because they came from Canada. With the current possible tariff situation, Paul has been tasked with trying to find a vendor in the US.

## **STAFF REPORTS**

### **A. Paul Grant, ORC**

1. Monthly Report – written report was submitted in the packet. No discussion.
2. Update to sewer plant – Couplers are here for wastewater plant, so just need to schedule crane to come out and get them hooked up.
3. Sewer Pumps – Temporary lift station pump will be here on Thursday, and Brownseal will be onsite to see if the issue is with pump or power.
4. Leaks – Bar and Fairgrounds.
5. Meters – An additional 8 meters have been installed.

**B. Kim Boyd, Town Administrator**

1. IGA - June 10<sup>th</sup> lunch planned with Elbert County had to be cancelled due to scheduling conflict, so a new meeting will be planned to deal with IGA.
2. Civic Plus – went live this month but had a few kinks so we are working them out and next month should be smoother.

**C. Sasha Davidson, Clerk**

1. Systems Total Report – There was about 30% loss of water this month.
2. Delinquent accounts – all were paid last month minus the single continuing one.
3. There were two shut-off notices that were sent out along with five warning letters.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**CORRESPONDENCE/DISCUSSION**


None


**ADJOURN**

President Gabehart entertained a motion to adjourn. Treasurer Parker made the motion to adjourn. Director Wager seconded the motion, and the motion passed 5-0 with no discussion. The meeting adjourned at 6:12pm.

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

**Minutes Approved by:**

  
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Jill Duvall, KWWA Secretary

  
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Sasha Davidson, Secretary to the Board