

**La Plata West Water Authority**  
**Board of Directors Meeting Minutes**  
**January 22, 2025**  
**555 CR 122, Hesperus, CO 81326**

1. **Call to order:** 6:37 PM
2. **Roll Call** - In attendance were James Campbell, Frank Smith, Sharon Orr, Deb Flick (teleconference), Wanda Casson (teleconference), Aaron Preator (teleconference), Kevin Mallow, Bernadette Cuthair (teleconference).
3. **Approve Agenda**  
A motion to approve the Agenda, amended to add approval of Resolution 2025-1 and Resolution 2025-2 made by Frank, second by Sharon; unanimous approval.
4. **Approve Minutes-December 17, 2024**  
A motion to approve meeting minutes by Frank, second by Bernadette; unanimous approval.
5. **Public Comment**-none
6. **Board Member/officer confirmation**
  - a. Board Officers for 2025 were elected as follows:
    - President, James Campbell; motion made to approve by Kevin, second by Frank, unanimous approval.
    - Vice President, Frank Smith; motion made to approve by Kevin, second by Bernadette; unanimous approval.
    - Secretary, Sharon Orr; motion made to approve by Kevin, second by Frank; unanimous approval.
    - Treasurer, Deb Flick; motion made to approve by Frank, second by Kevin; unanimous approval.
  - b. *Resolution 2025-2, LPWWA board of Directors As Elected*; motion to approve made by Kevin, second by Sharon; unanimous approval.
7. **Operations and Business**
  - a. Operator Report - given by James: Operator is replacing meters and antennas as needed.
  - b. Fill Station report-James/ Admin recap: December Fill Station-174,542 gallons dispensed; 2024 Year to Date (YTD) was 2.25198 million gallons.
  - c. Bank signature approval for Secretary  
Motion made by Frank, second by Kevin to approve Secretary, Sharon Orr, to be a signer on the necessary bank accounts; unanimous approval.
8. **Financial Report**
  - a. Consent Agenda (Transaction detail)  
Motion made by Kevin, second by Deb to approve the Consent Agenda; unanimous approval.
  - b. Year-end 2024 Engagement Report, Balance Sheet, P & L
  - c. Delinquent accounts- Legal counsel will be retained to advise regarding seriously delinquent accounts.

d. **2025 Budget Adjustment**

A motion was made to approve the 2025 Budget as adjusted, by Kevin, second by Bernadette; motion was carried with one abstention.

**9. Approve Budget Resolutions 2024-3 2024-4**

Motion made by Kevin, second by Aaron to approve *Resolution to Appropriate Funds 2024-3*; unanimous approval.

Motion made by Frank, second by Deb to approve *Resolution to Adopt 2024-4*, unanimous approval.

**10. Committee Reports**

a. Operations and Management - LDWA/LPWWA agreement in process.

b. Phase 2 letter – will be sent out in the next few weeks.

**11. Tabled and Unfinished Business**

a. Water purchase update – Talks with ALP regarding possible purchase of 12.5 acre feet of water instead of 25 acre feet.

**12. New Business**

a. Tap request – A letter of reply will be sent to the property owner.

**13. Other Business**

a. Committee formations – Discussion regarding the need to form committees such as Finance, Rules & Regulations, Strategic Plan, etc. Revisit and discuss further.

**14. Resolution 2025-1-Time and Place of Regular and Special Board Meetings**

Motion made to approve by Kevin, second by Frank; unanimous approval

**15. Executive Session-Annual Evaluation of Administrative Assistant-24-6-402(4)(f), C.R.S.**

Motion made by Kevin, second by Bernadette to commence Executive Session, at 8:30 PM; unanimous approval. Executive Session finished at 8:49.

**16. Adjourn – 8:50 PM**

Next LPWWA Board Meetings: 6:30 PM, February 12, 2025, 6:30 PM, March 12, 2025

Sharon Orr

By: Sharon Orr, Secretary