

NAVAJO WESTERN WATER DISTRICT
BOARD OF DIRECTORS (REGULAR) MEETING

Thursday, May 8, 2025 @ 1:00 pm.

MINUTES

I. CALL TO ORDER

The Navajo Western Water District Board of Directors Meeting was called to order by Dave Rogers, President, on Thursday, May 8, 2025 @ 1:06pm.

II. ROLE CALL

The following Board members were present at the meeting: Dave Rogers-President, Gary Baldwin-Vice President, Rick Williams-Treasurer, Dan Palmisano-Director, Vanna Morningstar, Susan Smith-Accountant, Debra Palmisano-Secretary, Dave Rabideau-Water Operator. ***A quorum has been established.***

III. READING/APPROVAL OF MINUTES – Debra Palmisano, Secretary to the Board. Thursday, April 10, 2025 (Regular) Board Meeting.

President, Dave Rogers asked if the Board Members had any corrections/additions to be made. **MOTION TO ACCEPT THE MINUTES OF April 10, 2025 by Director, Dan Palmisano. MOTION 2ND by Vice-President, Gary Baldwin.** Discussion. Vote. ***Unanimously Approved.***

IV. PUBLIC – COMMENTS:

- *No Water Overages this month.*

V. TREASURER’S REPORT: Rick Williams, Treasurer (see attached)

- Net Income is negative due to the five certified (death) accounts. Susan went back to November 2024 and changed accounts to Abandoned Meters (\$15/mo).
- The adjustments were very high for the month.
- Depreciation is up also.
- **MOTION TO ACCEPT THE FINANCIAL REPORT FOR APRIL 2025 BY Director, Dan Palmisano. 2ND MOTION by Rick Williams, Treasurer.** Discussion. Vote. ***Unanimously Approved.***

***THE SWEARING-IN AND OATH OF OFFICE FOR NWWD BOARD OF DIRECTORS was performed by Dave Rogers, President, for Dan Palmisano and Vanna Morningstar. Dan Palmisano has accepted a 4-year term as Director. Vanna Morningstar has accepted the position of Vice-President for a 4-year term; replacing Gary Baldwin, whose term was up and will be leaving the board of Directors, effective May 8, 2025. “Congratulations!”**

MOTION TO ACCEPT VANNA MORNINGSTAR AS VICE-PRESIDENT OF THE BOARD FOR A FOUR-YEAR TERM, (REPLACING GARY BALDWIN) by Rick Williams, Treasurer. MOTION 2ND by Dan Palmisano, Director. Discussion. Vote. **Unanimously Accepted.**

VI. BOOKKEEPER’S REPORT: Susan Smith, Office Accountant

1. ZOOM Meeting with Brett Parsons (COLOTRUST) was scheduled for 1:30pm with BOD.

- Brett Parsons gave a presentation regarding COLOTRUST – Local Government Investment Pool (oldest/largest in the State since 1985). Dividends applied daily.
 - The Board must file a Resolution (Susan has an example). We will need two authorized signers (Bookkeeper & Board Member.)
 - Once we have a log-in, COLOTRUST offers training on the portal. Presently COLOTRUST+ is at 4.4% for short-term investment. (The rate depends on the Fed rate).
 - Susan suggested moving the *Operations and Maintenance Accounts* over to COLOTRUST.
2. Do we want to get JADE Internet at the NWWD office? (YES, the Board agrees we should). JADE SMART BIZ is \$120/mo for 100 mbs. Guests could log-on to our system. We could create a “Splash Page” for businesses. Susan will get a formal quote from JADE.
 3. NWWD will need to make JADE aware they will be needed for the Pump Sites as well as the NWWD Office. Suggestion: We should switch to JADE and keep Huerfano Internet as back-up. (We should do away with CenturyLink).
 4. PER SIGNED RESOLUTION 2025-03, IT IS RESOLVED TO REMOVE GARY BALDWIN AND MARY SAMARZIA-BONHAM FROM THE NWWD BANK ACCOUNTS; AND THE NWWD DESIGNATES DAVID WESLEY ROGERS, RICHARD WILLIAMS, DANIEL PALMISANO, VANNA MORNINGSTAR, SUSAN SMITH AND DEBRA PALMISANO AS AUTHORIZED SIGNERS ON ALL NWWD BANK ACCOUNTS.

VI. **OPERATIONS REPORT:**

WATER FACILITY OPERATOR REPORT for April 2025: Dave Rabideau, Water Operator

- The monthly water usage was half as much as last month.
- Pump #5 is working well – pumping clean (9 gals/min).

B. OFFICE REPORT: Debbie Palmisano, Office Secretary

- Rules and Regulations: Must be updated to include in New Customer packets. Susan and I would like to suggest holding a Workshop, with the Board present, so we can go through and update all the Rules and Regulations. (*We need new definitions for the Abandoned/Locked Meters*).

WORKSHOP SCHEDULED FOR MONDAY, MAY 19, 2025 @ 1:00pm at the NWWD Office

- The F150 was dropped off Thursday, 5/1/25, for repairs and is still in the shop (estimated five days for repairs).
- Delinquent Accounts: We are making progress and have been getting payments.
 - I will be typing up a form letter to be sent to delinquent accounts. (I am presently calling or emailing customers.)
 - Susan and I have cleared five LIENS with the County that had never been filed.
- SDA Workshop: We are all registered for the workshop being held on Friday, June 13, 2025 @ 8:00am in Fountain. (Dave Rogers, Vanna, Rick, Dan P, Susan, Deb P).
- District’s Safety and Loss Prevention Grant 2025: (Funds are still available for 2025). The funds can be used to reimburse up to 50% of eligible safety and loss prevention purchases. Is this something that would benefit the NWWD? YES.
 - We should order a couple of hard hats and safety vests. Dave Rabideau will order from Amazon and we will submit receipts.

C. BOARD PRESIDENT’S REPORT: Dave Rogers, President

- Thank you to Susan and Debbie for all they are doing in the office. The office is running better and looks great.
- Suggestion: We can always reach out to other local Water Companies (Cuchara, Gardner) to see about procedures, etc. which may be advantageous to NWWD.
- Suggestion: We need to remove the “black” Drop-Box (for payments) outside the office because when it rains/snows, the checks are getting wet inside.

- *Dave Rabideau removed the black drop box from the railing outside the office today.*
- Thank you to Dave Rabideau and Keith Saint-Peter for doing a great job!
- We have a previous employee who is filing for Unemployment Compensation.

VII. OLD BUSINESS:

- Susan has an account she is asking for permission to write off. The account was *Certified*. Someone bought the property and didn't know there was a TAP on the property. Susan is asking for Board approval to wait until the Rules and Regulations are finished to send the new customer a letter.

VIII. NEW BUSINESS:

- ERB Law: What are the Lawyers authorized to do? Susan sent them an email with no response.
 - Compliance Report – @97% compliance. Do we need to be at 100% compliance? (Website is done by ERB Law. Couldn't this report be done by Susan?)
 - Call SDA regarding the Accessibility Report which needs to be submitted by July 2025. Do we need an Attorney to do the report? Or can we submit the report ourselves?
- Susan will be cleaning up the NWWD Website. She has begun to work on it.
 - Do we need to post all Resolutions on the website? (The last Resolution posted was from 2023).
 - The Exemption from Audit needs to be posted. Should the Annual Report and the Maps also be posted on the website?
- *Dave Rabideau's official title should be ORC (OPERATOR RESPONSIBLE CHARGE)- per the State of Colorado. We will change Dave's title in our records.*
- There are people building without permits. We need to be specific in the Rules and Regulations. ***If you know this is happening, you should report it to the Land Use Office.*
- President, Dave Rogers stated that this will be Gary Baldwin's last Board meeting. Gary will be greatly missed! Thank you for all you have done for the NWWD over the years! *We will be having cake and ice cream after the meeting.*

MOTION TO ADJOURN THE MEETING @ 3:20 pm. by Rick Williams, Treasurer. MOTION 2ND by Dan Palmisano, Director.

Respectfully submitted,

Debbie Palmisano, Secretary