



**NAVAJO WESTERN WATER DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING**

Wednesday, May 31, 2023

1:00 PM

MINUTES

(Of Record)

I. Call To Order

The Navajo Western Water District Board of Directors Special Meeting was called to order by President Dave Rogers on May 31, 2023, at 1:05p.m.

II. Roll Call

Roll call found the following Board Members present: President Dave Rogers, Treasurer Susan Smith, Secretary Vanna Morningstar, Vice President Gary Baldwin, and Director Rick Williams. All Members were present.

III. Reading of Minutes

Secretary reading of the **Minutes for April 12, 2023**. President Dave Rogers asked if the Minutes had any additions or corrections. Treasurer Susan Smith made a motion to accept Minutes as read, with a few spelling corrections. Vice President Gary Baldwin seconded, and **the Minutes were approved**.

IV. Treasurer's Report

Treasurer Susan Smith asked President Dave Rogers to contact accountant Tom Ortiz as her emails to him were returned, in regards of requests to enter journal entries that he needs to do.

The signature cards for NWWD banks must change. **Resolution 2023-5** was read by President Dave Rogers to **remove Arnold Marquez, Jodi McCoy, and Charlene Baldwin** as authorized signers from all NWWD accounts and **add Rick Williams, Gary Baldwin and Sam Bonham** to be signers on all NWWD accounts, AND to **Designate** David Wesley Rogers, Richard Williams, Gary Baldwin, Vanna Katherine Morningstar, Susan R. Smith, Mary Samarzia-Bonham as Authorized Signers on all NWWD Bank Accounts. Vice President Gary Baldwin made the **motion to adopt the Resolution**, Secretary Vanna Morningstar seconded, and the **motion was adopted**.

V. Technician's Report

Tom Northup requested to purchase gas for the 500-gallon tank. Treasurer Susan Smith made the **motion to approve** the expenditure for gas. Secretary Vanna Morningstar seconded, and the **motion was approved**.

President Dave Rogers said he had noticed a bad tire on the backhoe and Tom had found a **replacement at a \$140.00 cost** (good deal) that was **authorized by President Dave Rogers**.

VI. President's Report

President Dave Rogers asked for input regarding a new office staffing hire. Discussion followed and a goal to prepare an advertisement for the July Board meeting, with a new employee in place by the end of August.

The billing date will be revised to be the same month that the meters are read, and billing will run at the end of the month. President Dave Rogers will be attending an SDA Board workshop on Tuesday, June 20th. He found this location (Fountain) to be the closest to us, requiring a 6 a.m. departure. The registration fee is \$35.00. Secretary Vanna Morningstar made a **motion for the Board to pay the registration fee for Board members and employees**, Treasurer Susan Smith seconded, and the **motion was passed**.

VII. Old Business

None

VIII. New Business

Tom Northup has prepared the "Consumer Confidence Report" which is due at the end of June. Sam Bonham is researching meter permit postage for the office. Due to the change in the office and learning the billing process in May, the late fees did not get printed on the bill for May.

IV. Public Session

None

V. Adjournment

There being no other business before the Board, Treasurer Susan Smith made the motion to adjourn. Vice President Gary Baldwin seconded, and the meeting was adjourned at 2:37p.m.

Respectfully Submitted,
Vanna Morningstar, Secretary

VM:msb