



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

**Wednesday, June 14, 2023**

**1:00 PM**

**MINUTES**

(Approved by BOD 2023 Jul 12 Mtg)

**I. Call To Order**

The Navajo Western Water District Board of Directors Meeting was called to order by President Dave Rogers on June 13, 2023, at 1:00p.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 of Minutes (Vanna Morningstar, Secretary)**

May 10, 2023 (Regular Meeting) / May 31, 2023 (Special Meeting)

President Dave Rogers asked if the minutes had any additions or corrections. Vice President Gary Baldwin made the **motion to accept the Minutes for the Regular Meeting as read**, Director Rick Williams seconded, and the **Minutes were approved.**

Treasurer Susan Smith **made the motion to accept the Minutes for the Special Meeting as read**, Vice President Gary Baldwin seconded, and the **Minutes were approved.**

**IV. Treasurer's Report (Susan Smith, Treasurer)**

Treasurer Susan Smith reported the accountant did complete the General Journal Entries. She presented revised Treasurer's reports for January, February, March, and April 2023. A net income of (\$3,091.29) for the month of May was explained by meters arriving after months of backorder and extra payroll expenses. Secretary Vanna Morningstar made the **motion to accept the Treasurer's report**, Vice President Gary Baldwin seconded, and the **motion was accepted.**

**V. Technician's Report (Tom Northup, Water Facility Operator)**

See attached report. Tom Northup reported on the Consumer Confidence Report and is posted on the website. Tom stated that the chorine tester was purchased. Great report by Tom, thank you!

**VI. Office Report (“Sam” Bonham, Adm. Asst.)**

Sam” Bonham presented the new, revised forms and letter head, beautiful update! She contacted Ashcatek to evaluate our computer systems which need to be updated for the needs of the office.

We have 3 free hours left with HR – CPSHR support.  
She is working on a report regarding NWWD liens.

**VII. Old Business**

The Board was asked to review the HR sample booklet provided and submit revisions/ suggestions to “Sam” before the next Board meeting.

**VIII. New Business**

“Sam” Bonham presented a revision of NWWD Rules and Regulations for review and suggestions.

Customer Jim Pavlick sent a letter regarding a leak and the overage fee. Tom Northup verified the leak. Secretary Vanna Morningstar made the **motion to forgive \$500.00, Vice President Gary Baldwin seconded, and the motion passed.**

**IX. Public Session**

Customer Candy Mulrain thanked the Board, especially Treasurer Susan Smith, “Sam” Bonham, and President Dave Rogers for the work and effort provided on behalf of the NWWD.

Discussion:

The cleaning service of the office presented questions; Treasurer Susan Smith made the **motion to table the discussion for research.** Director Rick Williams seconded, and the **motion passed.**

**X. Adjournment**

There being no other business before the Board, Treasurer Susan Smith made a **motion to adjourn**, Secretary Vanna Morningstar seconded, the meeting was adjourned at 2:40pm.

Respectfully submitted,  
Vanna Morningstar, Secretary

Attachment: Water Operations Report (May 2023)

VM:msb