



**NAVAJO WESTERN WATER DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
Wednesday, September 13, 2023 - 1:00 PM  
MINUTES  
(Approved 2023 Oct 11 BOD Mtg)**

**I. Call To Order**

The Navajo Western Water District Board of Directors Meeting was called to order by President Dave Rogers on Wednesday, September 13, 2023, at 1:15p.m.

**II. Roll Call**

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

**III. Public Session**

None

**IV. Reading of Minutes of August 09, 2023 (Regular Board Meeting)**

President Dave Rogers asked if the minutes had any additions or corrections. **Director, Rick Williams made a motion to accept the Minutes as presented, Vice President Gary Baldwin seconded. The minutes were unanimously approved.**

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

Treasurer Susan Smith presented the 2023 July and August financial reports. The net profit for July is \$12,165.27. The net profit for August is \$9,482.46. **Secretary Vanna Morningstar made the motion to approve the reports as presented, Vice President Gary Baldwin seconded, and the motion was unanimously accepted.**

Treasurer Susan Smith presented financial year to date comparison figures compiled to assist with upcoming budget for 2024. Thank you for your work, Susan!

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

*See attached August report.* Tom Northup reported the results of Nitrate and Coliform tests, which are very good, and posted on the web site. He is waiting on the Lab in Alamosa for results.

Tom requested the purchase of a main pump motor as ours is 20yrs old. **Vice President Gary Baldwin made the motion to purchase the pump, Secretary Vanna Morningstar seconded, and the motion was unanimously approved.**

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

Water Overage Appeals (moved from Public Session)

Tom reported several customers had confirmed leaks. Both were toilet leaks and have been fixed.

**Secretary Vanna Morningstar made the motion to waive the overage fee for the Dickson's and the Merrill's, Vice President Gary Baldwin seconded, and the motion was unanimously approved.**

**VII. President's Report (Dave Rogers, President)**

**A. HR – Job Announcement, Interview Panel**

President Dave Rogers presented a draft of the posting notice for the Board to review, for water facility operator. After discussion, the notice will be submitted for publication by the end of the week.

**B. HR – Bookkeeping Contract**

President Dave Rogers presented a proposal from Silver Mountain Bookkeeping LLC, owned by Susan Smith to consider as an Independent Contractor - Bookkeeper for NWWD. She would resign from the Board if accepted. After discussion, **Secretary Vanna Morningstar made the motion to accept Susan Smith's resignation as Treasurer from the Board, effective September 14, 2023. Director Rick Williams seconded, and the motion was unanimously approved.** **Secretary Vanna Morningstar made a motion to accept the proposal of Silver Mountain Bookkeeping LLC. Director Rick Williams seconded, and the motion passed unanimously.** **Vice President Gary Baldwin made the motion for Director Rick Williams to fill the Treasurer's position. Secretary Vanna Morningstar seconded, and the motion passed unanimously.**

**C. LEGAL – Update on Attorney(s)**

President Dave Rogers reported on legal discussions with Attorney Jeffrey Erb, concerning delinquent accounts. President Dave Rogers presented certification procedures and asked for preparations to be presented at the October meeting. Good work President Dave Rogers!

**VIII. Office Report ("Sam" Bonham, Adm. Asst.)**

The new postage permit is in use now, saving money.

"Sam" continues her progress with finishing the many tasks asked of her and the Board is grateful!

The Office upgrades included (thanks to Tom and Steve as well)!

**IX. Old Business**

None

**X. New Business**

None

**XI. Adjournment**

There being no other business before the board, Vice President Gary Baldwin made a motion to adjourn. Secretary Vanna Morningstar seconded. The meeting was adjourned at 3:48 p.m.

Respectfully submitted,  
Vanna Morningstar, Secretary

Attachment: Water Operations Report (Aug 2023)