



NAVAJO WESTERN WATER DISTRICT

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BOARD OF DIRECTORS (REGULAR) MEETING

Thursday, February 12th, 2026 @ 1:00 pm.

MINUTES

I. CALL TO ORDER:

The Navajo Western Water District Board of Directors Regular Meeting was called to order by President Dave Rogers on Thursday, February 12th, 2026, at 1:11 pm.

II. ROLE CALL:

In attendance: President Dave Rogers, Vice President Rick Williams, Treasurer Vanna Morningstar, Director Dan Palmisano, Director James Bierly. Water Operator (ORC) Dave Rabideau, Bookkeepers Susan Smith & Beckie Ferrell, Office Secretary Debbie Palmisano were also present. *A quorum was met.*

III. READING/APPROVAL OF MINUTES: (Debbie Palmisano, Office Secretary) Thursday, January 15th, 2026 (Regular) Board Meeting

- **Clarification was requested from the December 11th, 2025, Regular BOD Meeting regarding Keith Saint-Peter's annual raise.**
- **Dave Rabideau, ORC, will talk with Keith.**
- **MOTION TO ACCEPT THE MINUTES AS PRESENTED by Director Dan Palmisano; MOTION 2ND by Vice President Rick Williams. Discussion. Vote. *UNANIMOUSLY ACCEPTED.***

IV. PUBLIC COMMENTS: None.

V. TREASURER'S REPORT: (Vanna Morningstar, Treasurer) – see attached.

A. FINANCIAL REPORTS: January 2026

- a. **Income: Tap Sales, Property Tax, Mineral Leases (\$1,500./yr)**
- **MOTION TO ACCEPT TREASURER'S REPORT AS PRESENTED by Director Dan Palmisano; MOTION 2ND by Director James Bierly. Discussion. Vote. *UNANIMOUSLY ACCEPTED.***

B. BOOKKEEPER REPORT: (Susan Smith, Bookkeeper)

- **Susan's official last day: Friday, March 6th, 2026.**
- **Susan stated that she will always be available by phone if needed.**
- **Susan presented the EXEMPTION FROM AUDIT 2025: RESOLUTION # 2026-02. It was prepared by CPA, Greg Vlergutz (SDA CPA). This was our third year using him.**
 - o **President Dave Rogers read RESOLUTION 2026-02 to the Board members.**
 - o **The Board of Directors signed Resolution 2026-02 and Susan & Beckie will submit.**
 - o **MOTION TO APPROVE RESOLUTION #2026-02 by Treasurer Vanna Morningstar; MOTION 2ND by Director Dan Palmisano. Discussion. Vote. UNANIMOUSLY APPROVED.**
 - o **All documents and Resolution #2026-02 must be uploaded and sent to the County Auditor by March 31st, 2026. (Susan & Beckie will take care of. It is ready to send in).**
- **Susan explained that the ENTERPRISE ACCOUNT is providing a service. (We get paid for these services.)**
- **SDA MEMBERSHIP: Has been paid for 2026. We will need (4) annual SDA Manuals. We need to add the following for the SDA Monthly News:**
 - o **ADD: Beckie Ferrell-Bookkeeper; James Bierly-Director; Rick Williams-Vice President; Vanna Morningstar-Treasurer.**
 - o **REMOVE: Susan Smith-Bookkeeper.**

VI. OPERATIONS REPORTS:

A. Water Facility Operator Report – for January 2026 (Dave Rabideau, Operator Responsible Charge) – see attached.

- **#2) Completed. Huge benefit to NWWD.**
- **#4) Will now require pictures for “Locates” for fiber.**
 - o **“Locate”:** Main to Meter.
- **#5) System upgrade – needed to replace.**
- **#7) Dave Rabideau went to JM & got new tires for the work truck.**
- **#11) Inventory updated for 2026. If prices change, we need to be on top of it to be sure NWWD charges enough for parts. Dave Rabideau will keep updated.**

PRESENT COST: Tap Fee: \$7,500.00 + Install Fee: \$1,200.00 + Meter parts (components): \$1,435.00 = \$10,135.00

- **#12) Webinars for Source Water Protection Planning: Dave Rabideau stated that we can potentially get a \$5,000 grant if he does the designated number of time-based webinars. The first webinar is scheduled for Tuesday, 2/17/2026 @ 1:00pm. He will keep the Board updated.**
 - o **#13) Filing 2 Lot 116: Paid for Tap Installation 12/28/2024. Dave Rabideau needs building plans – he has been trying to reach out to this customer for over a year. (They paid at lower rate before the tap price increased 1/1/2025)**
 - o **How should we proceed? Should we refund the money paid until the customer is ready for installation? Keep the money for a future installation? (The revised**

Rules and Regulations state that “once the Tap-fee has been applied for and paid, the actual tapping into the system must be accomplished within one year.”)

- **If the price of components goes up, the customer will need to pay the difference.**
- **Suggestion (per BOD Treasurer): We should send a letter to the customer stating that we need building plans and a timeline for building. Please give NWWD a timeline for tap installation.**
- **#14) We are “LIVE” now! We are hard-wired at every site. Tomorrow 2/13/2026, it will be finished. The system updates caused a few hiccups with Jade. The wells would pump and not shut off.**
 - **The new system has memory and will back up where it needs to be at. The system should be good for the next 30-40 years and be of much better functionality than Samsara.**
- **The Dutch Door (slab) which was ordered is being sent back. We need a pre-hung door. Dave Rabideau spoke to Home Depot and they agreed to take the “slab” back.**
- **Tom Northup will be available for back-up with Keith Saint-Peter while Dave Rabideau is at the CRWA conference March 16th-19th, 2026.**
- **Dave Rabideau will set up account with USA Blue Book for up to a 15% discount on components.**

WATER OVERAGES:

- a. **4263 CR 510: A Letter of Forgiveness was submitted by the customer. There was a verified leak by Dave Rabideau. MOTION TO FORGIVE \$500 OVERAGE FEE ONE TIME ONLY by Director Dan Palmisano; MOTION 2ND by Vice President Rick Williams. Discussion. Vote. UNANIMOUSLY APPROVED.**
- b. **737 Chickasaw Drive: Dave Rabideau, discovered a huge leak at the property in December 2025. (This is a death situation-the daughter was working on fixing up the house.) Dave was unable to reach the customer by phone, so he shut off the water. (There was a loss of 26,203 gallons in 1½ days). A lengthy discussion ensued.**
 - **Suggestion: Should we charge for the water at a lower Tier Rate? The customer will still be paying for water used.**
 - **This account was delinquent before the leak occurred and was facing a Lien being placed on property.**
 - **MOTION TO FORGIVE THE \$500 WATER OVERAGE FEE & CHARGE THE ACCOUNT AT A LOWER TIER (TIER 4). THE BOARD WILL ALLOW THE CUSTOMER ONE (1) MONTH TO SET UP A PAYMENT PLAN. IF THERE IS NO RESPONSE, A LIEN WILL BE PLACED ON PROPERTY. THE MOTION WAS MADE by Director Dan Palmisano; MOTION 2ND by Director James Bierly. Discussion. Vote. UNANIMOUSLY APPROVED.**
- **Dave Rabideau suggested we put a note on the monthly bills stating: “If leaving for an extended time, the customer should contact the NWWD office and have the water shut off at the residence”.**

B. OFFICE REPORT: (Debbie Palmisano, Office Secretary)

- 1. **Delinquent Accounts: (3) new accounts (1) last month. (13) credit card issues (11) corrected.**

- (3) Shutoff Notices were sent and scheduled for Jan 21st, 2026. (2) customers paid at least ½ of bill; (1) customer paid in full. No water was shut off at residences.
- 2. **Safety Grant:** We had \$84.57 still available for 2025, which would expire on March 31st, 2026. I ordered a “Road Work Ahead” sign and (2) pairs of rubber boots for Dave & Keith. *We have now used our entire allotment for 2025.*
- 3. **Dutch Door for inner office:** The door has been rec’d and Dave & Keith will install this week.
- 4. **RESOLUTION #2026-03: APPROVED BANK SIGNERS** was read to the Board of Directors and signed off by all the Board members. Beckie will take it to the bank. The Board members will all need to go into the Bank and sign paperwork.
- **MOTION TO APROVE NEW BANKING SIGNERS: RESOLUTION #2026-03 was made by Director Dan Palmisano; MOTION 2ND by Vice President Rick Williams. Discussion. Vote. UNANIMOUSLY APPROVED.**

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

- 1. Dave Rabideau & Keith Saint-Peter are a good team and are working great together.
- 2. Deb Palmisano & Susan Smith are keeping on top of things in the office. The office is running smoothly.
- 3. Vice President Rick Williams brought to the Board’s attention that there is an issue with some resident’s thinking the GREEN SPACES are part of their property. Any suggestions? A survey would be very expensive. Put up signs? Boundary markers? (We will keep an eye out).

VII. OLD BUSINESS:

- a. **Rules & Regulations:** The clarifications/updates will be discussed at the next Board meeting.
- b. **Keith Saint-Peter’s salary increase is due.** Discussion was tabled in December 2025 and should have been discussed at the January 2026 meeting. **MOTION TO GIVE KEITH SAINT-PETER HIS ANNUAL SALARY INCREASE, RETROACTIVE BACK TO JANUARY 1ST, 2026,** by Director Dan Palmisano; **MOTION 2ND** by Director James Bierly. Discussion. Vote. **UNANIMOUSLY APPROVED.**

VIII. NEW BUSINESS:

- a. **Water Overages:** Are they due to Livestock? Filing 1 allows horses. Can we mail out letters stating that no livestock is allowed?
- b. This is the lowest snowpack in 40 years! There is fear of drought. Everyone needs to keep an eye on their water usage.

- IX. MOTION TO ADJOURN THE MEETING AT 4:02 pm by Director Dan Palmisano; MOTION 2nd by Treasurer Vanna Morningstar.**

Respectfully submitted,

Debbie Palmisano
Office Secretary