



**NAVAJO WESTERN WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, November 08, 2023 - 1:00 PM
MINUTES
(Approved 2023 Dec 13 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, November 08, 2023, at 1:05p.m.

II. Roll Call

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

III. WITS (Dan Harper) Update of new Computer System / Security, etc.

WITS Owner and Technician Dan Harper presented updates regarding our new computer system and Security system.

IV. Public Session

Navajo Ranch resident Daniel Palmisano submitted his Letter of Intent to fill the vacant Board seat. Daniel and his wife have attended several Board meetings in the past. **Vice President Gary Baldwin made the motion to accept Daniel Palmisano to fill the seat on the NWWD Board. Treasurer, Rick Williams, seconded the motion. The Board welcomed Daniel unanimously. Daniel Palmisano was sworn in by President, Dave Rogers.**

V. Reading / Approval of Minutes of Regular Board Meeting of November 08, 2023

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

VI. Treasurer's Report (Rick Williams, Treasurer)

Treasurer Rick Williams presented the October Financial Reports. The net profit for September is \$9,813.89. **Vice President Gary Baldwin made the motion to approve the report as presented, Secretary Vanna Morningstar seconded, and the motion was accepted.**

VII. Water Operations Report (Technician's Report - Tom Northup, Water Facility Operator)

See attached October report. Tom Northup reported success in ordering and receiving a new meter for Well #8. There were only 4 in the nation!

Four customers had Leaks that Tom had found common with new manufactured homes. 75-80% have leaks in the bathrooms within a year, primarily flapper vales and floats. Tom confirmed the repairs and leaks. **Vice President, Gary Baldwin made a motion to forgive the \$250.00 Overage Fees. Treasurer, Rick Williams, seconded and the motion passed.**

VIII. President's Report (Dave Rogers, President)

- A. Proposition HH – Update on the vote from Nov 7. President Dave Rogers reported Proposition HH was defeated! Our Public Hearing for our Budget will be at the December Board meeting and Notice will be submitted to the paper no later than 4:00pm December 4, 2023.
- B. HR: New Hire / Tom Northup (review). An application for the Water Facility Operator was received from a Navajo Ranch resident. Tom has interviewed the applicant, Dave Rabideau and feels positive that he can, with time, learn the job. **Secretary Vanna Morningstar made the motion to approve Dave Rabideau's hire date at the lowest rate already approved at the November 8, 2023, Board meeting. Treasurer Rick Williams, seconded, motion passed.**
- C. Office Closures – President Dave Rogers inquired about the office closure on Friday November 10 in observance of Veterans Day. **Vice President Gary Baldwin made the motion to accept Friday, November 10, 2023, as a paid holiday, Secretary Vanna Morningstar seconded, and the motion was approved.**
- D. Independent Contractor Susan Smith, Remote Log in – President Dave Rogers asked for approval for Susan Smith to log in from home for more efficient bookkeeping work. Dan Harper will set up her home computer security to do this safely for our office security. **Treasurer Rick Williams made the motion to approve Susan working from home, Director Dan Palmisano seconded, and the motion was approved.**
- E. Christmas Bonuses – President Dave Rogers asked for Christmas bonus approvals for Tom Northup, Steve Baldwin and "Sam" Bonham for 2023. After brief discussion, Secretary Vanna Morningstar made the motion to approve proposed bonus amounts, Director Dan Palmisano seconded, and the motion was accepted.

IX. Office Report

"Sam" Bonham presented the Certification of Delinquent Accounts filed with Huerfano County on the November 1, 2023, deadline. President Dave Rogers read Resolution 2023-10: Amendment/Revision to Resolution 2023-08 Adoption of Certification of Delinquent Accounts. **Secretary Vanna Morningstar made the motion to accept the Resolution, Vice President Gary Baldwin seconded, and the motion passed.**

"Sam" reported that one of the listed owners on the Certification had called this morning after receiving the required certified letters stating that he had no idea that his property purchased in 2022 had a water meter. After discussion, **Secretary Vanna Morningstar made the motion to continue with the filed Certification, President Gary Baldwin seconded, and the motion passed.**

"Sam" presented her report on ongoing projects (*report on file*). Thank you, "Sam", – Progress is happening. Our customers are now able to "auto pay" water bills as an option. **Treasurer, Rick Williams made the motion to approve the NWWD office as closed on November 24 the day after Thanksgiving as a Paid Holiday, Director Dan Palmisano seconded, and the motion passed.**

X. New Business

None

XI. Old Business

Office Christmas Party – **Treasurer, Rick Williams will head this up.**

XII. Adjournment

There being no other business before the board, **Treasurer Rick Williams made the motion to adjourn, Director Dan Palmisano seconded, the meeting was adjourned at 3:28 p.m.**

Respectfully submitted,
Vanna Morningstar, Secretary

Attachments: Water Operations Report (Oct2023)
Resolution 2023-10, Amendment/Revision to Resolution 2023-08 Delinquent Accts-
Certification w/ Huerfano County.

VM:msb