



Water and Sewer Board Regular Meeting

July 10, 2024 - 6:30 AM
1st Floor Conference Room,
301 Walnut Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

CHAIRPERSON GREG BIELAWSKI CALLED THE MEETING TO ORDER AT 6:30 AM.

1. Roll Call

Present: Greg Bielawski, Chairperson
Janene Willey, Secretary
Milt Tokunaga
Milton Geiger
Gale McGaha Miller
Darell Zimbelman
Alan MacGregor, Alternate

Absent: Carlos Medina, Vice Chair
Alan Overton, Alternate

Also Present: Rick Klimek, Town Board Liaison
Leif Lesoing, Water Resources Administrator
Daniel Money, Town Attorney
Katrina Haley, Administrative Analyst

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

The Board took a moment to review the July 10, 2024 Water and Sewer Board Regular Meeting Agenda. No modifications to the Agenda were requested.

3. Public Invited to be Heard

No public in attendance.

B. CONSENT CALENDAR

No applicable Agenda items.

C. BOARD ACTION

1. Approval of the June 12, 2024, Water and Sewer Board Regular Meeting Minutes - K. Haley

The Board took a moment to review the June 12, 2024 Water and Sewer Board Regular Meeting Minutes. Chairperson G. Bielawski noted that under Board Action Item C1, the incorrect month was noted. The drafted Minutes stated, "the Board took a moment to review the April 17, 2024 Regular Meeting Minutes (please note that the March Water and Sewer Board Regular Meeting was canceled)." The month "March" in the prior is incorrect, and is to be changed to "May".

Water and Sewer Board Member Willey moved to Approve the Review and Approval of the June 10, 2024 Water and Sewer Board Regular Meeting Minutes, with the Condition that Under Item C1, "March" is to be Corrected to "May". Water and Sewer Board Member Zimbelman seconded the motion. Roll call on the vote resulted as follows; Yeas - Gregory Bielawski, Janene Willey, Darell Zimbelman, Gale McGaha Miller, Milt Tokunaga, Milton Geiger; Nays - None; Motion Passed.

2. Highpointe Metro District USBR Grant Application Letter of Support - Board Member Milt Tokunaga

In 2019, the Windsor Water and Sewer Board supported a grant for Highpointe Estates. The replacement of non-functional turf is a multiyear process and the Metro District is seeking another round of grants.

Board member M. Tokunaga presented to the Board a drafted Letter of Support, in which he is requesting the Water and Sewer Board to review, print on Town of Windsor letterhead, and have Chairperson G. Bielawski sign on behalf of the Windsor Water and Sewer Board. If approved by the Water and Sewer Board, this Letter of Support would be included as part of a WaterSMART Small-Scale Water Efficiency Grant (SWEF) application, through the US Bureau of Reclamation (USBR), that will be submitted by the Highpointe Estates Metro District. Highpointe Estates is a Metro District located in Windsor's Second Voting District, that has been working to replace non-functional turf within their jurisdiction. Highpointe Estates has reported the successful conversion of nearly five acres of bluegrass to a more water efficient landscape, along with the performance of an irrigation audit and irrigation system repairs, resulting in significant water use reduction. Highpointe Estates is now looking to continue their turf replacement program by converting medians in their Metro District, for which they will be seeking a \$50,000.00 matching SWEF Grant from the USBR.

Board members took a moment to read through the drafted Letter of Support, discussed, and noted various edits to be made. Chairperson G. Bielawski and Board members decided to continue this item to the August 14, 2024 Water and Sewer Board Regular Meeting.

D. COMMUNICATIONS

1. Email and communications policy for Water and Sewer Board members

Town Attorney D. Money provided the Board reminders and additional training regarding Open Records and Open Meeting Laws.

2. Board meeting time change discussion

Board members discussed the potential to move the monthly Water and Sewer Board Regular Meetings to a different time. Currently, these meetings are held once a month, on the second Wednesday of the month, at 6:30am. Ultimately, Water and Sewer Board members agreed to continue holding future meetings per the meeting schedule in place.

3. Water Resources update

Staff liaison L. Lesoing shared a brief update regarding emergency repairs that recently took place at the Soldier Canyon Treatment Plant.

L. Lesoing also shared that registration for the Northern Water East to West Slope Tour is now open, and encouraged Board members to register for the event, if interested. This event will take place on Tuesday, August 27, 2024. L.

Lesoing also shared that Northern Water's campus expansion project, and construction of their office's new main entrance has also been completed, and encouraged Board members to visit, if interested.

4. Town Board updates from Town Board Liaison R. Klimek

Town Board liaison R. Klimek shared brief updates regarding recent Town Board activities. R. Klimek shared that Brian Jones had been selected as the new District Two representative. Four candidates have also been interviewed for the open District Four seat, and the Town Board will vote to select the District Four representative on July 15, 2024.

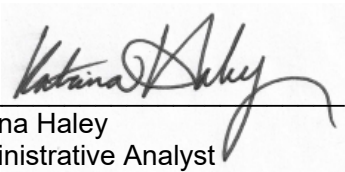
R. Klimek also shared that final interviews for the Chief of Police have been conducted, and that a selection for this position will be made in the near future.

R. Klimek also shared that at the July 8, 2024 Town Board Regular Meeting, a proclamation was made in support of the U.S. Olympic Team.

E. ADJOURN

Water and Sewer Board Member McGaha Miller Moved to Adjourn, Water and Sewer Board Member Zimbelman Seconded the Motion. Roll call on the vote resulted as follows; yeas - Gregory Bielawski, Janene Willey, Darell Zimbelman, Gale McGaha Miller, Milt Tokunaga, Milton Geiger; Nays - None; Motion Passed.

UPON A MOTION DULY MADE, THE MEETING WAS ADJOURNED BY CHAIRPERSON G. BIELAWSKI AT 08:03 AM.



Katrina Haley
Administrative Analyst