



WATER AND SEWER BOARD REGULAR MEETING

January 14, 2026 - 7:30 AM

1st Floor Conference Room, 301 Walnut Street, Windsor, CO 80550

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration
3. Public Invited to be Heard

B. CONSENT CALENDAR

C. BOARD ACTION

1. Approval of 12.10.25 Water and Sewer Board Regular Meeting Minutes
2. Election of Officers for 2026

D. COMMUNICATIONS

1. Water and Sewer Board Role, Responsibilities and Activities for 2026
2. Communication from Staff
3. Communications from Town Board Liaison
4. Communication from Board Members

E. ADJOURN

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.



MEMORANDUM

Date: January 14, 2026
To: Water and Sewer Board Members
From: Katrina Haley, Administrative Assistant
Re: Approval of 12.10.25 Water and Sewer Board Regular Meeting Minutes
Item #: C.1.

Background / Discussion:

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:

1. 12.10.25 Water and Sewer Board Regular Meeting Minutes - DRAFT



Water and Sewer Board Regular Meeting

December 10, 2025 - 7:30 AM

Poudre Room, 200 N. 11th Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

CHAIRPERSON G. BIELAWSKI CALLED THE MEETING TO ORDER AT 7:31 AM.

1. Roll Call

Present:

Greg Bielawski, Chairperson
Gale McGaha Miller, Vice Chairperson
Janene Willey, Secretary
Milt Tokunaga
Milton Geiger
Alan 'Scotty' MacGregor
Darell Zimbelman
Karen Jacobson, Alternate

Absent:

Rick Klimeck, Town Board Liaison

Also Present:

Charwon Walter, Utility Supervisor
Jim Wielenbnicki, Water Systems Superintendent
Leif Lesoing, Water Resource Manager
Katrina Haley, Water Resource Technician

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

No modifications to the December 12, 2025, Water and Sewer Board Regular Meeting Agenda were requested.

3. Public Invited to be Heard

No members of the public were in attendance.

4. Introduction of Alternate Board Member Karen Jacobsen

Chairperson G. Bielawski took a moment to welcome the Board's newest Alternate Member, K. Jacobson. K. Jacobson shared some of her background and what interested her in joining the Board. Her term is from November 2025 to March 2029.

B. CONSENT CALENDAR

No applicable agenda items.

C. BOARD ACTION

1. Approval of October 8, 2025; Water and Sewer Board Minutes, K. Haley

No modifications to the October 8, 2025, Water and Sewer Board Regular Meeting Minutes were requested.

Water and Sewer Board Member Zimbelman Moved to Approve the Review and Approval of the October 8, 2025, Water and Sewer Board Regular Meeting Minutes, Water and Sewer Board Member Tokunaga Seconded the Motion. Roll Call on the Vote Resulted as Follows; Yeas - Gregory Bielawski, Gale McGaha Miller, Janene Willey, Milt Tokunaga, Milton Geiger, Scotty MacGregor, Darell Zimbelman; Nays - None; Motion Passed.

2. Discussion of Water and Sewer Board Goals

Board members initiated a discussion in efforts to refine the goals of the Water and Sewer Board moving forward. To assist with the discussion, Board members reviewed the following sections of the Windsor Municipal Code pertaining to the Water and Sewer Board: Chapter 2 (*Administration and Personnel*), Article IX (*Water and Sewer Board*), Section 2-9-10 (*Creation; Membership; Terms; Qualifications; Removal; Vacancies*), and Section 2-9-20 (*Functions and Duties*).

Discussion focused on the importance of public education and communications. Board members also discussed the importance of continuing this conversation with the Water and Sewer Board Town Board Liaison, R. Klimeck, for guidance from the Town Board. Chairperson G. Bielawski assigned Board members J. Willey, M. Geiger, and K. Jacobson to brainstorm ideas to bring to the next Water and Sewer Board Regular Meeting, regarding the Board's role, responsibilities, and future activities.

D. COMMUNICATIONS

1. Communications from Staff

Water Resource Manager L. Lesoing shared brief updates regarding the Northern Integrated Supply Project (NISP).

2. Communications from Town Board Liaison

No applicable Agenda items. Town Board Liaison R. Klimeck was unable to attend the December 12, 2025, Water and Sewer Board Regular Meeting.

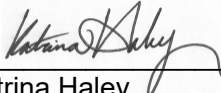
3. Communications from Water and Sewer Board

Chairperson G. Bielawski and Secretary J. Willey shared updates regarding topics discussed at the Northern Water Fall Symposium, including forest fire recovery efforts and snowpack conditions. Chairperson G. Bielawski also noted that the Election of Officers for the Water and Sewer Board will be held at the January 14, 2026, Water and Sewer Board Regular Meeting.

E. ADJOURN

Water and Sewer Board Member McGaha Miller Moved to Adjourn, Water and Sewer Board Member Willey Seconded the Motion. Roll Call on the Vote Resulted as Follows; Yeas - Gregory Bielawski, Gale McGaha Miller, Janene Willey, Milt Tokunaga, Milton Geiger, Scotty Macgregor, Darell Zimbelman; Nays - None; Motion Passed.

UPON A MOTION DULY MADE, THE MEETING WAS ADJOURNED BY CHAIRPERSON G. BIELAWSKI AT 8:21 AM.



Katrina Haley
Water Resource Technician

DRAFT