



WATER AND SEWER BOARD REGULAR MEETING

February 11, 2026 - 7:30 AM
Poudre Conference Room
200 N. 11th 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 the 01.14.2026 Water and Sewer Board Regular Meeting Minutes

D. COMMUNICATIONS

1. Communications from Water and Sewer Board
 - a. Continuation of Discussion Regarding the Water and Sewer Board's Role, Responsibility, and Activities for 2026
 - i. Review of the Water and Sewer Board's Webpage on the Town Website
 - ii. Development of Water and Sewer Board Talking Points
 - iii. Identify Public Outreach Opportunities
2. Communications from Town Board Liaison
3. Communications from Staff
 - a. Upcoming Events
 - i. Poudre River Forum - March 6, 2026
 - ii. Northern Water 101 Workshops - February 18, 2026, March 18, 2026, and April 15, 2026
 - iii. Upcoming Term Expirations and Advisory Board Application Process

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: February 11, 2026

To: Water and Sewer Board

From:

Re: Approval of the January 14, 2026, Water and Sewer Board Regular Meeting Minutes

Item #: C.1.

Background / Discussion: Approval of the January 14, 2026, Water and Sewer Board Regular Meeting Minutes

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments: 01.14.2026 Water and Sewer Board Regular Meeting Minutes - DRAFT



Water and Sewer Board Regular Meeting

January 14, 2026 - 7:30 AM
Poudre Conference 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
Milt Tokunaga
Alan 'Scotty' MacGregor
Darell Zimbelman
Karen Jacobsen, Alternate

Absent: Janene Willey, Secretary
Milton Geiger

Also Present: Rick Klimeck, Town Board Liaison
Charwon Walter, Utility Supervisor
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 January 14, 2026, Water and Sewer Board Regular Meeting Agenda were requested.

3. Public Invited to be Heard

No members of the public were in attendance.

B. CONSENT CALENDAR

No applicable Agenda items.

C. BOARD ACTION

1. Approval of 12.10.25 Water and Sewer Board Regular Meeting Minutes

Board member K. Jacobsen noted that her last name was spelled incorrectly in the December 10, 2025, Water and Sewer Board Regular Meeting Minutes, and requested the spelling to be corrected from 'Jacobson' to 'Jacobsen'.

Water and Sewer Board Member Tokunaga Moved to Approve the December 10, 2025, Water and Sewer Board Regular Meeting Minutes, with the Contingency that Town Staff Correct the Spelling of Board Member Jacobsen's Last Name, as Applicable. Water and Sewer Board Member McGaha Miller Seconded the Motion. Roll Call on the Vote Resulted as Follows; Yeas - Gregory Bielawski, Gale McGaha Miller, Milt Tokunaga, Scotty MacGregor, Darell Zimbelman; Nays - None; Motion Passed.

2. Election of Officers for 2026

Board members discussed and put forward a motion to re-nominate the current appointees for Chairperson, Vice Chairperson, and Secretary, for the 2026 calendar year. Chairperson: Greg Bielawski, Vice Chairperson: Gale McGaha Miller, Secretary: Janene Willey.

Water and Sewer Board Member Tokunaga Moved to Approve the Nominations for the 2026 Election of Officers as follows; Chairperson: Greg Bielawski, Vice Chairperson: Gale McGaha Miller, Secretary: Janene Willey. Water and Sewer Board Member Zimbelman Seconded the Motion. Roll Call on the Vote Resulted as Follows; Yeas - Gregory Bielawski, Gale McGaha Miller, Milt Tokunaga, Scotty MacGregor, Darell Zimbelman; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Water and Sewer Board Role, Responsibilities and Activities for 2026

Per Chairperson G. Bielawski's direction at the December 10, 2025, Water and Sewer Board Regular Meeting, Board members J. Willey, M. Geiger, and K. Jacobson each reviewed the Board's bylaws, and information posted on the Water and Sewer Board page of the Town's website, and note any suggested changes to update the information on the Town's website. These members also brainstormed ideas to present to the Board at this January 14, 2026, Water and Sewer Board Regular Meeting, regarding potential future Water and Sewer Board roles, responsibilities, and activities.

Board members, Town Board Liaison R. Klimeck, and Town staff engaged in a discussion led by Chairperson G. Bielawski regarding the Water and Sewer Board's roles, responsibilities, ideas for topics to discuss at public education/outreach opportunities, and the importance of the Board having an increased presence in the community.

Discussion focused on public education and outreach, and ways that the Water and Sewer Board can create more opportunities to interact with Windsor residents. Board members discussed potential topics to focus on when at community events, including; 'Windsor Water 101 - Where Your Water Comes From' (Windsor's water treatment providers, information regarding non-potable water systems, etc.), a breakdown of utility rate changes, and the background/'whys' behind rate increases (such as aging infrastructure and regulatory compliance, as well as the planning and research that goes into infrastructure improvements), the differences between enterprise funds and general funds, and information regarding new development paying its way into the system. Board members also discussed the importance of developing a set of talking points regarding these topics, so they have accurate, up-to-date information readily available to share with residents.

Potential opportunities for Water and Sewer Board members to engage with the public identified include, but are not limited to; Coffee with the Mayor, the Windsor Farmers Market, Windsor Harvest Festival, Sustainable Windsor meetings, and Poudre Pour/Poudre Pub Talk events.

Chairperson G. Bielawski and Board members concluded the discussion by assigning various Board members to delve into some of the topics discussed, and bring more ideas back to the Board's next Regular Meeting to be reviewed and discussed. Research topics were assigned as follows;

- K. Jacobsen and D. Zimbelman: Review information on the Water and Sewer Board's webpage on the Town website and draft any suggested edits to the page.
- G. Bielawski and M. Tokunaga: Gather information in efforts to draft a set of talking points for the Board to reference when at public outreach events.
- G. McGaha Miller and M. Geiger: Explore public outreach opportunities, including, but not limited to; Coffee with the Mayor, the Windsor Farmers Market, Windsor Harvest Festival, Sustainable Windsor meetings, and Poudre Pour/Poudre Pub Talk events.

2. Communications from Staff

Water Resource Manager L. Lesoing shared that staff will be attending the annual stakeholder meetings for the New Cache la Poudre Irrigating Company and New Cache la Poudre Reservoir companies later this morning, and additional annual stakeholder meetings later this month. L. Lesoing also reminded Board members of the upcoming Northern Water 101 Workshops and encouraged anyone interested to sign up.

3. Communications from Town Board Liaison

Town Board Liaison R. Klimeck shared that Town Board Meetings are picking back up after the holiday season. R. Klimeck also shared that a project update and financing discussion regarding the Windsor Wastewater Treatment Plant will be included in an upcoming Town Board Work Session, and invited Water and Sewer Board Members to attend, or watch online, if interested.

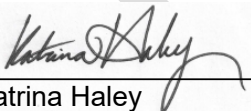
4. Communications from Board Members

Board member D. Zimbelman shared brief updates regarding the ongoing discussions and negotiations pertaining to the Colorado River Compact.

E. ADJOURN

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

UPON A MOTION DULY MADE, THE MEETING WAS ADJOURNED BY CHAIRPERSON G. BIELAWSKI AT 8:50 AM.



Katrina Haley
Water Resource Technician



MEMORANDUM

Date: February 11, 2026
To: Water and Sewer Board
From:
Re: Communications from Water and Sewer Board
Item #: D.1.

Background / Discussion: Communications from Water and Sewer Board: Continuation of Discussion Regarding the Water and Sewer Board's Role, Responsibility, and Activities for 2026

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments: Drafted Modifications to Information to Town Website

02.11.26 Water and Sewer Board Regular Meeting: Agenda Item D. 1. a. i.

Drafted Modifications to Information on the Town Website (D. Zimbelman, K. Jacobsen)

Mission Statement:

The Windsor Water and Sewer Board serves as an advisory body to the Town Board, ensuring the sustainable management of Town of Windsor's water, wastewater, and stormwater systems. We are dedicated to securing high-quality water resources, maintaining resilient infrastructure, and providing fiscally responsible recommendations to safeguard the health and future of our community.

Core Responsibilities:

1. Prioritizing the long-term security of our water supplies, focusing on sustainability, conservation and environmental responsibility to protect water resources for current and future generations.
2. Recommending budgets and rate structures that ensure the system's financial health while being transparent and equitable for all residents and businesses.
3. Being committed to rigorous regulatory compliance that adheres to the regulatory standards of water quality and system reliability. (Compliance with the highest standards may not be fiscally responsible. Perhaps something along the lines of "achievable" may be more realistic. For example, designing, constructing and operating our waste water treatment facilities to meet the State's current discharge standards is not likely to be the same as treating the effluent water using the most expensive and exotic technology that is engineeringly available. By meeting the State's discharge standards does not detract from the preservation of the Cache La Poudre River's environmental health.)
**Please note that #3 needs tweaking. Instead of the word "regulatory" I had "highest" insert - which isn't the word we want to use. The notes in blue share thoughts. "Regulatory" is in there as a placeholder. Let's incorporate group feedback to come up with an achievable standard that doesn't set the bar too low or too high.*
4. Supporting the maintenance and modernization of infrastructure—from storage, treatment and distribution and to stormwater runoff management.
5. Serving as a bridge between the Town Board, staff, and the public, fostering trust through education, listening and responding.
6. Maintaining clear lines of communication through our Town Board liaison and staff to ensure well-informed decision-making.