



Water and Sewer Board Regular Meeting

April 10, 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
Janene Willey, Secretary
Darell Zimbelman
Milt Tokunaga
Milton Geiger
Alan 'Scotty' MacGregor
Karen Jacobsen, Alternate
Jose Valdes, Alternate

Absent:

Also Rick Klimek, Town Board Liaison
Present: 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 April 10, 2026, Water and Sewer Board Regular Meeting Agenda were requested.

3. Public Invited to be Heard

No public in attendance at the time of Agenda Item A3. However, Windsor resident Steve Southard joined the Meeting during discussion of Agenda Item B3.

B. BOARD ACTION

1. Approval of 03.11.26 Regular Water and Sewer Board Meeting Minutes

Chairperson G. Bielawski and Board member K. Jacobsen noted incorrect spellings of their names in the draft March 11, 2026, Water and Sewer Board Regular Meeting Minutes, and requested any misspellings to be corrected.

Water and Sewer Board Member Zimbelman Moved to Approve the March 11, 2026, Water and Sewer Board Regular Meeting Minutes, with the Contingency that Town Staff Correct Any Misspellings Noted. 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, Darell Zimbelman, Milt Tokunaga, Milton Geiger, Scotty MacGregor; Nays - None; Motion Passed.

2. Approve Revised Mission Statement

Board members reviewed the Board's drafted revised Mission Statement and list of Core Responsibilities, to be posted on the Town's website. Board members requested Town staff add the word 'water' to the sentence in Core Responsibility 3 of their drafted statement prior to publishing on the website, for clarity. Core Responsibility 3 reads as follows after this modification: "Supporting the maintenance and modernization of infrastructure that provides for the diversion and storage of raw water supplies, treatment of raw water and wastewater, storage and distribution of treated water and stormwater management."

Water and Sewer Board Member Willey Moved to Approve Content and Publishing of the Water and Sewer Board's Revised Mission Statement and List of Core Responsibilities, with the Contingency that Town Staff Clarify the Statement in Core Responsibility 3 by Adding the Word 'Water', as Described Above. Water and Sewer Board Member MacGregor Seconded the Motion. Roll Call on the Vote Resulted as Follows; Yeas - Gregory Bielawski, Gale McGaha Miller, Janene Willey, Darell Zimbelman, Milt Tokunaga, Milton Geiger, Scotty MacGregor; Nays - None; Motion Passed.

3. Water Supply Index 2026 (WSI)

Water Resource Manager, L. Lesoing, and Water Resource Technician, K. Haley presented the Board with information regarding the Town's Water Supply Index (WSI). Board members and staff discussed elements of Windsor's Drought Management Plan (DMP) and WSI calculations, as well as the current snowpack and the season's temperature and precipitation outlook. Based upon Windsor's WSI calculations outlined in the DMP, the April 2026 WSI is 110%. A WSI of 110% is considered an Adequate Water Year (Level 0 Drought Restrictions). Even in a year with a WSI of 110% (Adequate Water Year), the Board and staff discussed the importance of continuing to provide messaging regarding voluntary water restrictions and tips for efficient water use practices.

Water and Sewer Board Member Tokunaga Moved to Approve the Recommendation to the Windsor Town Board for the Declaration of an Adequate Water Year (Level 0 Drought Restrictions). Water and Sewer Board Member Zimbelman Seconded the Motion. Roll Call on the Vote Resulted as Follows; Yeas - Gregory Bielawski, Gale McGaha Miller, Janene Willey, Darell Zimbelman, Milt Tokunaga, Milton Geiger, Scotty MacGregor; Nays - None; Motion Passed.

C. COMMUNICATIONS

1. An Ordinance Amending Certain Portions of the Windsor Municipal Code Chapter 13 Articles I and II Concerning Waste Grease Disposal and Water Meter Maintenance

Board members reviewed the draft proposed updates to Windsor Municipal Code Chapter 13 Articles I and II, concerning waste grease disposal and water meter maintenance.

Chairperson G. Bielawski suggested that Town staff may want to clarify the language in Section 7 of the drafted update, to more clearly outline what portion of any plumbing repairs and costs are the responsibility of homeowners, versus the responsibility of the Town.

2. Talking Points Review

Chairperson G. Bielawski and Board members continued discussion regarding the development of a set of Water and Sewer Board Talking Points. Board members shared updates regarding their ongoing efforts in creating and refining this content.

3. Chairperson G. Bielawski, Board members, and staff also discussed the following upcoming outreach and educational opportunities:

- April Coffee with the Mayor: April 10, 2026 (G. Bielawski, K. Jacobsen to attend).
- May Coffee with the Mayor: May 8, 2026 (J. Willey, S. McGregor to attend).
- Ongoing Master Gardeners Zoom Classes ("Plant Like You Live Here", etc.).
- Northern Water Conservation Gardens Fair: June 13, 2026.
- Children's Water Festival: May 13, 2026.
- Skyview Elementary STEM Fair: May 1, 2026 (G. Bielawski and Town staff to attend).
- Northern Water 101 Workshop, Session 3 of 3: April 15, 2026.
- 2026/2027 Water Literate Leaders program.

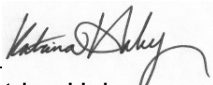
4. Alternate Board member K. Jacobsen reminded the Board that she will be attending the June 11, 2026 Fort Collins-Loveland Water District (FCLWD) Board Meeting, and a tour of the Soldier Canyon Filter Plant following the Board Meeting. All Board members are encouraged to attend. G. Bielawski, M. Tokunaga, K. Jacobsen, and J. Valdes plan to attend at this time.

5. Board members and staff also discussed working with the Town's Communications team to order name tags for new Board members K. Jacobsen and J. Valdes.

D. 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, Darell Zimbelman, Milt Tokunaga, Milton Geiger, Scotty Macgregor; Nays - None; Motion Passed.

UPON A MOTION DULY MADE, THE MEETING WAS ADJOURNED BY CHAIRPERSON G.BIELAWSKI AT 8:48 AM.



Katrina Haley
Water Resource Technician