

NORWOOD WATER COMMISSION - minutes

Meeting on: Tuesday, June 09, 2026

Regular Session starting at: 6:30 p.m.

Meeting at: 1670 Naturita Street, Norwood CO 81423 at Norwood Town Hall and Zoom option.

Call Regular Meeting To Order

The regular meeting of the Norwood Water Commission was called to order by Tony Daranyi at 6:29 pm.

Board Attendance:

Board Chair - Tony Daranyi – Present

Vice Chair – Jenny Russell – Present, via Zoom

Member – Ray Cossey - Present

Member – Ryan Howe – **Absent**

Member - Finn Kjome – Present

Member- Jaime Perce- Present

Staff Attendance:

Administrator Director – Sara Owens – Present

Public Works Director – Randy Harris – Present

Town Clerk – Cidney Ross - Present

Public Attendance:

Louise Thompson – Agenda Item #1

Consent Agenda

Finn Kjome motioned to approve the consent agenda. Jaime Perce seconded the motion.

1. **May Financials**
2. **May 12, 2026, Minutes**
3. **Budget to Actuals**

All voted, and motion passed.

Executive Session

none

Board Business Agenda

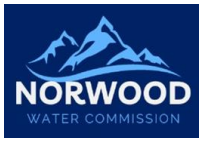
1. **Louise Thompson** – Leak Forgiveness – 1335 Cedar Drive, Norwood, CO 81423

The board discussed a water leak issue at Louise Thompson's property, where usage jumped to 12,000 gallons due to an undetected leak in her meter pit. Jenny advocated for leak forgiveness given Louise's fixed income and previous efforts to protect such customers during rate structure changes. Staff agreed to calculate and apply the approved credit to Louise's account.

Finn Kjome approved leak relief for Louise Thompson at 1335 Cedar Drive for February, March, and April of 2026. Ray Cossey seconded the motion. All voted, and motion passed.

2. **Resolution No. 0609 Series 2026:** A RESOLUTION REGARDING POSTING LOCATIONS FOR NOTICE OF ORDINANCES AND PUBLIC MEETINGS

Staff briefly discussed the item and explained that it was regarding posting locations for notices of ordinances and public meetings, which needed to be updated to reflect a change in the preferred newspaper.



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Ray Cossey motioned to accept Resolution No. 0609 Series 2026: A RESOLUTION REGARDING POSTING LOCATIONS FOR NOTICE OF ORDINANCES AND PUBLIC MEETINGS. Jaime Perce seconded the motion. All voted, and motion passed.

3. Discussion of Ad Hoc Raw Water Subcommittee

The meeting focused on discussing the Raw Water Subcommittee and its role within the Norwood Water Commission. Jenny explained that while the town initially funded the raw water system, responsibility was transferred to the Norwood Water Commission, with voting members being limited to those with raw water taps. The group agreed to wait for Mayor Meehan's formal proposal for a joint work session with the Water Board and Town Board before scheduling any meetings. Jenny Russel proposed that the board put together a list of topics for the raw water work session and share with the staff.

Board Member Reports and Announcements

Tony Daranyi reported positive updates on legal filings for water rights, including approval from the water engineer, with only the judge's signature remaining before moving forward.

Staff Reports and Announcements

1. Randy Harris, Public Works Director

Written report is posted on norwoodtown.com under supporting documents for this meeting.

Tony Daranyi requested that staff, in the future, notify the board about any outages and/or breaks of the water line.

2. Sara Owens, Town Manager

Written report is posted on norwoodtown.com under supporting documents for this meeting.

Adjourn

Finn Kjome motioned that the Norwood Water Commission Regular Meeting be adjourned at 7:05 pm. Jaime Perce seconded the motion. All voted, meeting adjourned.

NORWOOD WATER COMMISSION

ACCOUNTS PAYABLE JUNE 2026

				NWC Portion	NSD Portion	TON Portion
PD	51-40-480	ACE Hardware	NWC Credit Card	\$ 383.64		
PD	51-40-280	CenturyLink	Public Works Phones	\$ 113.67		
PD	51-40-760	Ferguson Waterworks	Neptune System	\$ 2,760.00		
PD	51-40-740	Ferguson Waterworks	r900 v4 wall miu	\$ 3,504.40		
PD	51-40-250	Filter Tech Systems	Contact Surge Suppressor	\$ 986.20		
PD	51-40-460	Garfield & Hecht	General Matters	\$ 59.00		
PD	51-40-460	Garfield & Hecht	Lone Cone Ditch and Reservoir Enlargement	\$ 383.50		
PD	51-40-460	Garfield & Hecht	Redundant Waterline Project	\$ 944.00		
PD	51-40-310	Highmark Electric	Water Shed/Plant Labor	\$ 45.21		
PD	51-40-420	Jeremiah Mason	Tenant Paid Instead of Owner	\$ 730.65		
PD	51-40-420	John Reynolds	Deposit Refund	\$ 0.79		
PD	51-40-480	Norwood Pit Stop	Public Works Supplies	\$ 37.98		
PD	51-40-310	Oliver Construction	Greager Ln Water Leak	\$ 380.00		\$ 760.00
PD	51-40-770	SGM	NORWOOD WATER STORAGE & SUPPLY PLANNING	\$ 6,518.75		
PD	51-40-770	SGM	NORWOOD WATER STORAGE & SUPPLY PLANNING	\$ 9,298.25		
PD	51-40-760	SGM	Potable Transmission Main Design	\$ 47,967.65		
PD	51-40-275	SMPA	Water Meter	\$ 93.27		
PD	51-40-275	SMPA	162 Gurley Dr	\$ 42.41		
PD	51-40-275	SMPA	Blue Tank	See Next Month		
PD	51-40-275	SMPA	Coventry Tank	See Next Month		
PD	51-40-275	SMPA	Master Tank	\$ 53.69		
PD	51-40-275	SMPA	Treatment Plant	\$ 1,710.88		
PD	51-40-250	West Elk Supply	Chlorine Cylinder Rental	\$ 225.00		
			MONTHLY TOTALS:	\$ 76,238.94		\$ 760.00

Report Criteria:

Includes only accounts with balances and activity

Includes grand totals

Account Number	Account Title	2026-26 Current year Actual	2026-26 Current year Budget	Earned Expended Percent
WATER FUND				
WATER FUND				
51-37-100	WATER SALES	312,397.62	675,000.00	46.28
51-37-200	CONNECTION FEES/RECONNECT	.00	400.00	.00
51-37-250	WATER TAPS CHARGES	.00	12,000.00	.00
51-37-300	DELINQUENT CHARGES	840.72	4,000.00	21.02
51-37-350	PUBLIC WATER METER/SHACK	11,138.72	22,000.00	50.63
Total WATER FUND:		324,377.06	713,400.00	45.47
WATER FUND				
51-38-100	INTEREST EARNINGS	172.65	.00	.00
51-38-200	PROJECT	37,664.44	120,857.00	31.16
51-38-201	EIAF 25-098-GRANT REDUNDANT	20,906.34	175,000.00	11.95
51-38-202	SRF D&E	.00	300,000.00	.00
51-38-203	Administrative Planning Grant	.00	8,687.00	.00
51-38-300	MISCELLANEOUS REVENUES	.00	150.00	.00
51-38-900	DEPOSITS/APP FEES	2,067.02	4,500.00	45.93
Total WATER FUND:		60,810.45	609,194.00	9.98
WATER FUND				
51-39-700	BEGINNING FUND BALANC/TRANSFER	.00	218,000.00	.00
Total WATER FUND:		.00	218,000.00	.00
WATER FUND				
51-40-110	SALARY REIMBURSEMENT - TOWN	57,778.45	202,515.00	28.53
51-40-115	GRANT WRITER	.00	25,000.00	.00
51-40-132	EMPLOYEE BENEFITS - HEALTH INS	9,788.48	21,500.00	45.53
51-40-210	DUES/CONFERENCES	443.00	4,000.00	11.08
51-40-230	TRAVEL	320.00	2,000.00	16.00
51-40-235	Progress Incentive	.00	5,000.00	.00
51-40-240	OFFICE SUPPLIES AND EXPENSE	407.17	2,500.00	16.29
51-40-245	Freight	63.61	3,000.00	2.12
51-40-250	CHEMICALS/SUPPLIES/MAINT	10,633.17	35,906.00	29.61
51-40-255	VEHICLE EXPENSES	.00	3,000.00	.00
51-40-270	FICA MATCHING/IRA REIMBURSEMEN	2,325.96	19,000.00	12.24
51-40-275	UTILITIES -	16,556.30	30,000.00	55.19
51-40-280	TELEPHONE	1,442.84	3,500.00	41.22
51-40-290	POSTAGE	1,050.06	5,500.00	19.09
51-40-310	CONTRACT LABOR	25,475.21	30,000.00	84.92
51-40-420	CREDITS/ADJUSTMENTS	258.29	350.00	73.80
51-40-430	SERVICE CHARGE	3,764.09	2,000.00	188.20
51-40-460	ATTORNEY FEES	13,252.50	35,000.00	37.86
51-40-480	MATERIALS & SUPPLIES	11,512.87	35,000.00	32.89
51-40-490	PROF/TECHNICAL/AUDIT	.00	5,500.00	.00
51-40-510	INSURANCE AND SURETY BONDS	21,609.36	22,000.00	98.22
51-40-620	MISCELLANEOUS SERVICES	4,733.21	8,000.00	59.17
51-40-630	WATER TESTING	2,969.40	8,000.00	37.12
51-40-661	WATER ASSESSMENTS - FWDC	2,727.50	31,500.00	8.66

Account Number	Account Title	2026-26 Current year Actual	2026-26 Current year Budget	Earned Expended Percent
51-40-740	CAPITAL OUTLAY/EQUIPMENT/PLANT	14,118.65	34,193.00	41.29
51-40-741	AERATOR	.00	72,913.00	.00
51-40-742	PRESSURE REDUCING VALVE	.00	78,500.00	.00
51-40-743	TANK MAINTENANCE	.00	100,000.00	.00
51-40-744	FILTER SAND REPLACEMENT	.00	25,000.00	.00
51-40-750	ENGINEERING	.00	40,000.00	.00
51-40-760	CAPITAL PROJECT/SYSTEM IMPROVE	110,957.92	411,000.00	27.00
51-40-761	REDUNDANT LINE EA COST	6,590.27	12,800.00	51.49
51-40-762	ADMINISTRATIVE PLANNING GRANT	779.00	165,016.00	.47
51-40-830	DEBT SERVICE/LOAN/CWCB	51,400.00	51,401.00	100.00
51-40-840	SYSTEM UPGRADES	5,431.50	10,000.00	54.32
Total WATER FUND:		376,388.81	1,540,594.00	24.43
WATER FUND Revenue Total:		385,187.51	1,540,594.00	25.00
WATER FUND Expenditure Total:		376,388.81	1,540,594.00	24.43
Total WATER FUND:		8,798.70	.00	.00
Grand Totals:		8,798.70	.00	.00

Report Criteria:

Includes only accounts with balances and activity

Includes grand totals



NORWOOD WATER COMMISSION

PO Box 528; 1670 Naturita St, Norwood, CO 81423

Phone: 970-327-4288 www.norwoodtown.com

APPLICATION FOR NEW WATER SERVICE

I. PROCEDURES

A. Submit a completed Application for New Water Service, vicinity map of tap location, Proof of ownership, and a \$50 non-refundable Application Fee payable to "Norwood Water Commission."

B. The Public Works Director will review each new water service request. If the Director has technical concerns about the feasibility of service, he will request the Customer to submit an Engineering Feasibility Study together with a \$500 Deposit for Engineering Review.

C. Upon Commission determination that the requested service is feasible, a Customer shall submit a Water Service Contract, in a form provided by the Water Commission and pay the applicable Plant Investment Fee. The Plant Investment Fee does not include the cost of materials or installation of meter(s) or Service Line(s). The applicant has 30 days after date of approval to purchase the water tap.

OWNER/APPLICANT'S NAME Claudia Nelly Tovar PHONE # 970 901 3280
PARTY TO EXECUTE WATER SERVICE CONTRACT: _____

WATER SERVICE ADDRESS: 120 S Oyo PL Lot 3
(Attach vicinity locator map 8.5"X11") Project Location.

BILLING ADDRESS: P.O. Box 1306 Norwood CO 81423

EMAIL: Calla.nelly@hotmail.com

DESCRIBE THE TYPE OF SERVICE REQUESTED, INCLUDE: NUMBER OF BUILDINGS; SIZE OF EACH BUILDING, USE OF EACH BUILDING; IF A MOTEL OR HOTEL, NUMBER OF ROOMS; NUMBER OF BATHROOMS AND THEIR FIXTURES; TYPE OF AND NUMBER OF LAUNDRY FACILITIES; AND TYPE OF AND NUMBER OF OTHER WATER FIXTURES. (IF MORE ROOM IS NEEDED TO DESCRIBE THE PROPERTY, PLEASE USE REVERSE SIDE.)

NUMBER OF RESIDENCES TO BE SERVED? 1

PROPERTY LIEN: In the event any user of Commission water service fails to pay the rates, fees, and/or other charges fixed by the Commission for the connection to the facilities of the Commission, such rates, fees and/or charges may be certified by the Secretary of the Commission to the County to become a lien upon the real property served, and may be collected as if they were part of the taxes upon said real property.

RULES & REGULATIONS OF THE NORWOOD WATER COMMISSION: All Applicants for water service are deemed to have read the Commission's Rules & Regulations of the Water Commission PRIOR to applying for service. By signing the application, the new customer agrees to all the Rules and Regulations of the Water Commission as the same are amended from time to time. The Rules are incorporated by reference in this Application.

The facts stated in this Application are accurate to the best of my knowledge.

By: Claudia N. Tovar 
Property Owner/Applicant

Date: Jan 16 / 2026

FOR OFFICE USE ONLY

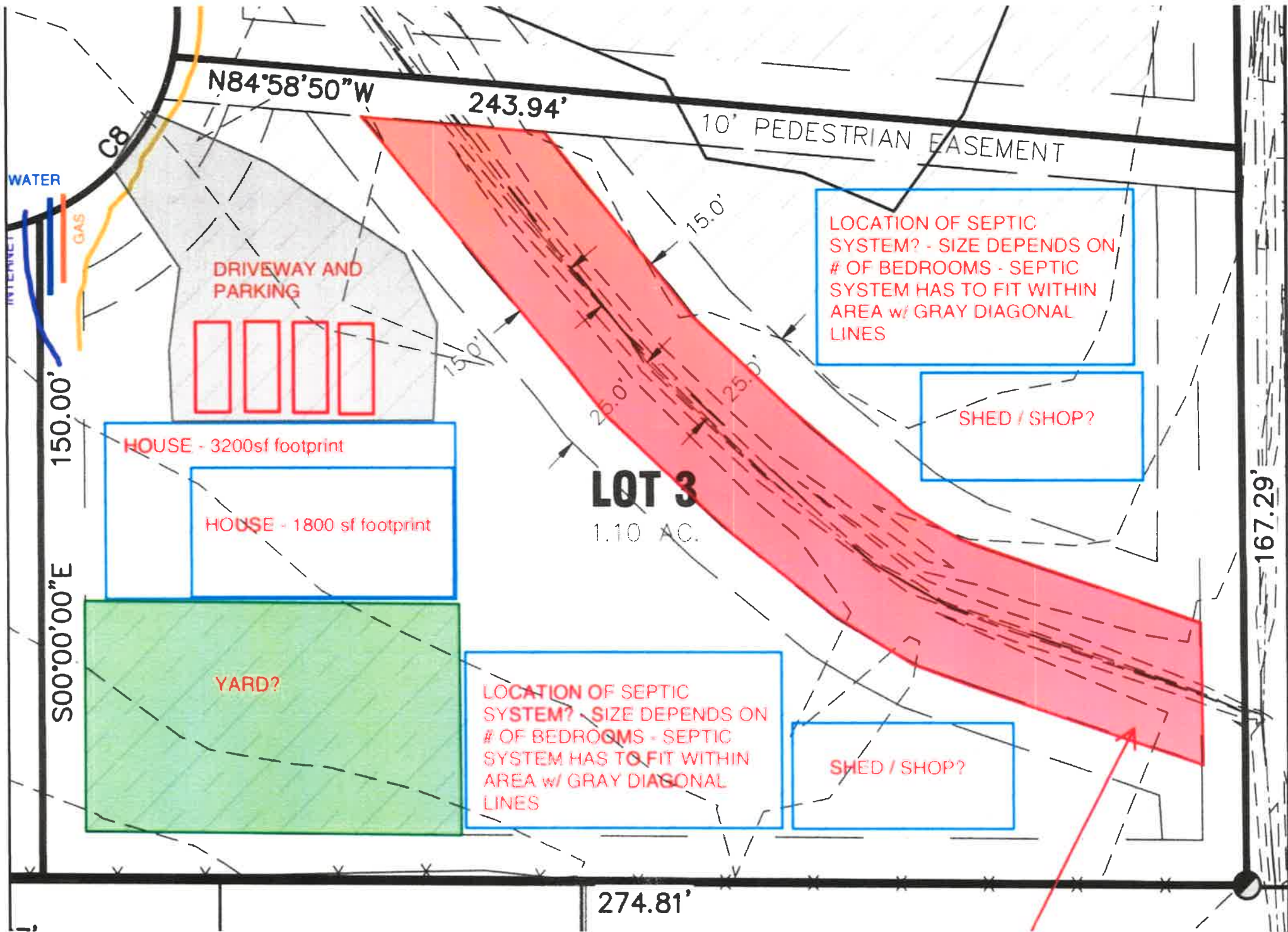
DATE APPLICATION RECEIVED: _____

ACCOUNT #: _____

APPLICATION FEE PAID: \$ _____

DATE RECORDS UPDATED: _____

INITIALS: _____



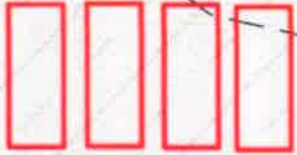
N84°58'50"W

243.94'

10' PEDESTRIAN EASEMENT

WATER
GAS
INTERNET

DRIVEWAY AND
PARKING



HOUSE - 3200sf footprint

HOUSE - 1800 sf footprint

YARD?

LOT 3
1.10 AC.

LOCATION OF SEPTIC
SYSTEM? - SIZE DEPENDS ON
OF BEDROOMS - SEPTIC
SYSTEM HAS TO FIT WITHIN
AREA w/ GRAY DIAGONAL
LINES

SHED / SHOP?

LOCATION OF SEPTIC
SYSTEM? - SIZE DEPENDS ON
OF BEDROOMS - SEPTIC
SYSTEM HAS TO FIT WITHIN
AREA w/ GRAY DIAGONAL
LINES

SHED / SHOP?

150.00'

300.00'00"E

274.81'

167.29'



WHEN RECORDED RETURN TO:
Morgan Rummel
PO Box 671
Norwood, CO 81423

State Document Fee:
Date: 06-03-2026
7.50 CM

QUITCLAIM DEED

THIS DEED, made this 2nd day of JUNE, 2026 between MJRummel Investments, LLC ("Grantor"), of the County of San Miguel and State of Colorado and Claudia Nelly Tovar Castro (Mother), Joseph Anthony Casillas and Sofia Alexandra Casillas (JTWROS) ("Grantee") whose legal address is 1225 S Aspen Street - Space 1 Norwood, CO 81423;

WITNESS, that the Grantor, for and in consideration of 75,000.00 Dollars and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, has remised, released, sold and QUITCLAIMED and by these presents does remise, release, sell and QUITCLAIM unto the Grantee, and the Grantee's heirs and assigns forever, as ** _____, all of the right, title interest, claim and demand that the Grantor has in and to the real property, together with the fixtures and improvements located thereon, if any, situate, lying and being in the County of San Miguel and State of Colorado, described as follows:

LOT 3 LA SAL VISTA SUBDIVISION ACC TO PLAT REC 7 1 2025 AT 489757

Also Known As: 120 S. Oro Pl. Norwood, CO 81423

TO HAVE AND TO HOLD the same, together with all and singular the appurtenances and privileges thereunto belonging, or in anywise thereunto appertaining, and all the estate, right, title, interest and claim, whatsoever, of the Grantor, either in law or in equity, to the only proper use, benefit and behalf of the Grantee, and the Grantee's heirs and assigns forever.

EXECUTED AND DELIVERED on the date set forth above.

Jacklyn Rummel Jacklyn Rummel, managing member
of MJRummel Investments, LLC

STATE OF: Colorado }
COUNTY OF: San Miguel } ss.

The foregoing instrument was acknowledged before me on 6/2/26 by

Jacklyn Rummel, Managing Member of MJRummel Investments LLC

Witness my hand and official seal.
My commission expires:
4/5/28

Brian DiPaola
Notary Public

**BRIAN DIPAOLA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20164013183
MY COMMISSION EXPIRES 04/05/2028**

** If tenancy is unspecified, the legal presumption shall be tenants in common (C.R.S. 38-31-101).

APPENDIX E

Water Conservation & Drought Plan

Normal Conditions:

On a year that Norwood and the surrounding area is experiencing normal water conditions the Norwood Water Commission encourages our customers to use the following plan for outside watering to curtail the stress on the infrastructure and equipment; Those customers residing in the Town of Norwood, conduct their outside watering on even calendar days and those customers residing in the rural, conduct their outside water on odd calendar days. Every other day outside watering helps alleviate the stress on the infrastructure and equipment. The Norwood Water Commission encourages their customers to not conduct any outside watering during the heat of the day (9 a.m. to 5 p.m.) as a conservation measure.

Water Dispensary customers would be allowed to purchase no more than 7,000 gallons of water per month.

Dry Conditions:

On a dry year the Norwood Water Commission shall inform all customers that outside watering shall only be conducted at before 9 a.m. and after 5 p.m. on the proper designated calendar day.

Water Dispensary customers will be allowed to purchase no more than 5,000 gallons of water per month.

Water Restrictions

Drought Conditions:

Per the Norwood Water Commission's Rules and Regulation, Article XII, water usage practices will change from conservation to restriction whenever, in the opinion of the Board, there is a shortage of water, whether caused by equipment limitation or failure, fire, or drought conditions, the Board has the authority to restrict use of water in the following sequence.

- Restriction of non-essential uses including lawn irrigation but allowing trees and shrubs to be watered once a week. Water Dispensary customers will be allowed to purchase no more than 4,000 gallons of water per month.
- Restriction of all but domestic/household use and use essential for agricultural, industrial, or commercial enterprises. Water Dispensary customers will be allowed to purchase no more than 3,500 gallons of water per month.
- Restriction of all but domestic/household use. The Norwood Water Commission may discontinue the operation of the Water Dispensary until such time as the Board deems there is sufficient water for the customers connected to our system.

In an emergency, the Public Works Director/ORC, has the authority to restrict the use of water without Board action.



TOWN MANAGER REPORT – JULY 2026

STAFF

- Weekly staff meetings
- Monthly board meetings

OPERATIONS

- Reconciliations
- Customer and office support
- Public complaints
- Interviews Deputy Admin
- Conservation Trust Fund Annual Report
- Audit check in
- Chart of accounts clean up
- Transparency notices updated
- Agenda/Supporting Documents
- Process Payroll
- NWC WPA Loan follow up
- Tri-County Network community outreach discussion
- 4th of July check in with the Chamber
- Hired Deputy Administrator
- NSD training information to the board
- LUC check in with KLJ
- Raw water issues
- CDOT Sidewalk project check in with Tommy and Steve
- Follow up on sidewalk bids
- CDOT crosswalk signage
- CORA requests
- UT Byway marketing meeting
- Ordinance noticing
- HUFT annual report
- Website ordinances clean up
- Press release OJT waterline grant
- OJT midyear report
- LUC feedback from PZ to KLJ
- LOS from NWC drought planning with SMC
- LOS from NWC to SWWCD grant
- New hire set up

TRAINING

- CML District 10 Spring Meeting
- CML Annual Conference in Westminster

PUBLIC OUTREACH