

REGULAR MEETING MNUTES
Board of Directors of Timberon Water and Sanitation District
December 19, 2022, 6:00 p.m.
Timberon Community Center, "Lodge"
1 Bobwhite Circle, Timberon, NM 88350

Invocation and Pledge of Allegiance

Salute to the New Mexico Flag "I salute the flag of the state of New Mexico, the Zia symbol of perfect friendship among united cultures."

ROLL CALL Chairman Michael Gonzalez, Treasurer Terri Borzoni, Director Mark Harding and Secretary Sharon Vails present. Vice Chairman Jules Neal and Director Tod Barker absent.

APPROVAL OF AGENDA Director Mark Harding motion to approve the agenda, the Treasurer seconded the motion, the Chairman called for a vote. Director Mark Harding voted yes, the Treasurer voted yes, the Chairman voted yes, the motion to approve the agenda passed.

General Managers Report Tanks 4 and 5 were inspected. Tank 4 was a visual inspection only due to it being Polytank, not able to open it up, it was checked with ultrasound. It was clean and in great shape. Tank 5 was drained and cleaned of sediment then put back into service.

Treasurers Report Quickbooks and the bank balanced!!!

Standby \$61,569.89; Short Lived assets \$166,595.22; Reserve \$7,924.80; Operations \$994,892.05; USDA Loan \$940.45; Restricted Reserve \$84,311.67; Facilities & Services \$31,430.95

OLD BUSINESS

1. Discuss/Approve the firewood to be distributed to the community.

The Treasurer motioned to approve firewood from Tony McWilliams for distribution – 3 cords per resident with permits and waivers; and to make some wood available for use by the TDC. Director Harding seconded the motion. The Chairman called for a vote. Director Mark Harding voted yes, the Treasurer voted yes, the Chairman voted yes, the motion passed to approve the firewood distribution.

2. Discuss/Approve Resolution Number 2022/2023-006 Schedule and Calendar for the Board of Directors of the Timberon Water and Sanitation District monthly meetings.

Resolution Number 2022/2023-006 Schedule and Calendar for the Board of Directors of the Timberon Water and Sanitation District monthly meetings was read by the Secretary. The meetings in 2023 will be on the second and fourth Tuesday of each month at 4 p.m. , starting January 10, 2023. Director Harding

motioned to approve the resolution; the Treasurer seconded the motion, the Chairman called for a vote. Director Mark Harding voted yes, the Treasurer voted yes, the Chairman voted yes, the motion to pass Resolution Number 2022/2023-006 Schedule and Calendar was passed.

3. **Discuss/Approve the posting of the position and hire of a general manager.**
Carry this agenda item to the next agenda.
4. **Discuss/Approve implementing possible cost savings measures for the district.**
Carry this agenda item to the next agenda.

NEW BUSINESS

1. **Approve Regular Meeting Minutes from December 05, 2022.**

Pencil changes to the minutes, changing 82,471 gallons to 832,417 gallons, due to a typo. Director Harding motioned to approve the Regular Meeting Minutes from December 05, 2022, the Treasurer seconded the motion. The Chairman called for a vote, Director Mark Harding voted yes, the Treasurer voted yes, the Chairman voted yes, the motion passed.

2. **Discuss/Approve 20 Standby liens in the amount of \$16,835.75.**

The Treasurer motioned to approve 20 Standby liens in the amount of \$16,835.75, Director Harding seconded the motion. The Chairman called for a vote, Director Mark Harding voted yes, the Treasurer voted yes, the Chairman voted yes, the motion to approve the liens passed.

3. **Discuss/Approve 159 documents, releasing 203 Standby liens due to liens being filed incorrectly at the Otero County Clerk's Office, at a total cost of \$3,975.00 in filing fees.**

Liens were originally filed as a combined unpaid Facilities & Services and Standby fees. It is illegal to put liens on unpaid Facilities & Services fees, therefore combined with Standby fees created illegal liens. This agenda item will cancel the illegal liens and allow the District to only file on unpaid Standby fees.

The Treasurer motioned to approve releasing 203 Standby liens due to liens being filed incorrectly at the Otero County Clerk's Office, at a total cost of \$3,975.00 in filing fees, Director Harding seconded the motion. The Chairman called for a vote, Director Mark Harding voted yes, the Treasurer voted yes, the Chairman voted yes, the motion to approve releasing the Standby liens passed.

4. **Discuss/Approve Fishbowl program for inventory control at a cost not to exceed \$10,000.00**

At this point there are no regular inventory procedures or a program to track the water department inventory. After researching options, it was determined that the Fishbowl program would meet the needs and cost limits. This program would

have training and support needed to establish a viable inventory system suitable for future growth.

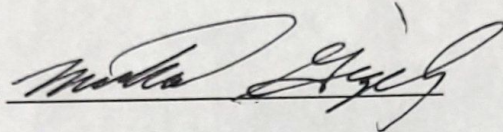
The Treasurer motioned to approve the Fishbowl program for inventory control at a cost not to exceed \$10,000.00, Director Harding seconded the motion. The Chairman called for a vote, Director Mark Harding voted yes, the Treasurer voted yes, the Chairman voted yes, the motion to approve the purchase of the Fishbowl inventory program was passed.

Directors Remarks Thank you to all the community members for the ongoing help.

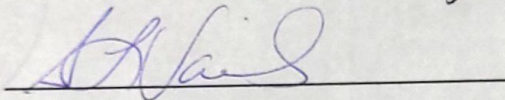
Director Harding motioned to adjourn the meeting; the Treasurer seconded the motion. The Chairman called for a vote, Director Mark Harding voted yes, the Treasurer voted yes, the Chairman voted yes, meeting adjourned at 8:45 p.m.

Approval of meeting minutes January 10, 2023.

Chairman Michael Gonzalez

A handwritten signature in black ink, appearing to read "Michael Gonzalez", written over a horizontal line.

Secretary Sharon Vails

A handwritten signature in blue ink, appearing to read "Sharon Vails", written over a horizontal line.