

MINUTES OF THE NOVEMBER 13, 2021
REGULAR MEEING OF THE TWSD BOARD OF DIRECTORS

Attending the meeting were Chairman Richard McMullen, Vice Chairman Timothy Mahoney, Treasurer Kelly Clark, Secretary Linda Martin, and Director Lillian Devine.

Saluting of the flags was accomplished.

Approval of the Agenda. Director Devine moved to approve the agenda as written, and Director Martin seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

General Manager's Report. The General Manager gave his report.

1. In October we sold about 1.3 million gallons of water, 3.6 million gallons of water unaccounted for. That is 73.6% water loss. Water loss is everything we put into the system minus what is sold. Faulty meters, flushing lines, taking samples, and of course leaks all figure in as part of the loss. Everything adds up. For example, that wet spot you see in the road could easily contribute 100,000 gallons a month to the loss total. The difference between our lowest loss for the year (58%) and the highest (80%) is only 10 wet spots in the road. So please report any leaks you see, no matter how small, to the office.
2. Our filtration plant is working well right now and the Springs is doing the same, putting out about 180gpm to 200gpm. Currently, the community relies on the filtration plant and the main well working together (at the same time) to keep up with the water demand...neither one alone can supply our needs. Two things are needed soon to prevent potential problems: 1, a way to add the GC well into the main system for redundancy and 2, a concerted effort to locate and fix leaks to reduce water loss. Arden Schug has some updates from the WAC that addresses this issue.
3. Our Level 4 Operator, Ray Ramos, has request the NMED schedule our Sanitary Survey for next month. A Sanitary Survey is where the NMED comes over and physically inspects a water system for various violations and non-compliance with the Department's rules and regulations. The water system is then informed of the findings and given a set time to correct any deficiencies. The survey is to be done every 3 years and ours it due. There has been no response yet from the State to set an exact date.
4. Currently our system has approximately 800 meters. There are over 26 meters paid for and waiting to be installed. We also have a backlog of about 11 line extensions to do.
5. The request for Sealed Bids on the District's 20 Lot Bulk Sale is over, with no bids being received. We will be putting it on the agenda next meeting for the BOD as a sealed bid. Everything must be done on this prior to March of next year...that is how long our appraisal is good for.
6. Purchasing, Receiving, and Inventory is being moved to the TWSD Maintenance Shop. It will be under the charge of Ilene Ricketts. Ilene is in the process of setting things up now. Approvals and Payments will still go through the office. This will accomplish the paper trail the auditors have been wanting for years and help us in the next yearly audit.
7. We have been cited by the Otero County Code Enforcement for some furniture and building materials dumped at one of the small slash pits off London Hunt. I have been in contact with

Code Enforcement and he has agreed to give us an informal heads-up on any future problems...then he will proceed to cite us anyway. This brings home the urgency of addressing our other waste problems that have built up during the COVID boom. This is on the agenda for later.

8. Most of the month our road (and maintenance) workers were all pulled in to help with water problems and meter installation. Roads are currently no working on schedule for grading. Call the office and put in a work order if your road has an especially bad or dangerous problem. On that note, it looks like our new grader grant will be included in the December Bond sale – another step closer to getting it.
9. Finally, we lost the heater above the Conference Room – it will have to be replaced. Also, the Golf Course is closed for the season.

Chairman McMullen asked if there was any feedback on the tearing up on the Golf Course. The GM replied that the Sheriff's Department came out...no information. It has been repaid.

Audience member Noreen Gonzalez asked again about the Facebook posting. She read excerpts from the employee handbook about violations. The GM stated that he did not approve the posting and that it was not official. Ms. Gonzalez stated that he needs to stop employees from posting according to Handbook Sections 8 and 9.

Audience member Jules Neal asked what was wrong with the heater. The GM explained that it was over twenty years old.

Audience member Arden Schug asked about asbestos testing. The GM replied that it is on his calendar.

Treasurer Report. Director Clark read the bank balances.

F&S, \$261,659.44; Short Lived, \$159,414.49; Standby, \$39,482.34; Operations, \$46,414.54; Water Asset Management Restricted Reserves, \$77,377.13 (Transferred \$778.15 from Past due Standby); Reserve, \$7,671.60; USDA Loan, \$853.52.

Committee Reports.

A Recreation Committee is currently being formed.

Budget committee. Chair of the committee, Noreen Gonzalez stated that there are five categories that need to be addressed (i.e., Pool and GC seasonal employees needs to be broken down). Fuel and oil spending needs to be looked at. The next meeting will be November 18th at 1:00 pm. She suggested that the bills for customers who pay on line should be emailed to them to save on postage.

Water Advisory Committee. Chair of the committee Arden Schug stated that he informed Steven Deal about our increased population, which he didn't know about. Mr. Schug stated that we won't be able to keep up with demand. He also explained about maybe using the black pipe at the maintenance shop for connected the GC well to the plant. There was much discussion about what kind of pipe and size of pipe that needs to be used. The GM and Mr. Schug will work on this.

By-Laws, Office Policies and Procedures, and Employee Handbook Committee. On hold for now due to a COVID outbreak in Timberon.

Old Business.

Discuss/Approve actions to deal with the dump area behind the TWSD Maintenance Shop, both immediate and long term (may include authorization for equipment purchase. The GM explained that there is some hang-up in getting SW Disposal to come up here more often, but they just hired two drivers so it should be okay. We can rent a Skid Loader with a grapple bucket for a month. The GM is also checking with rental companies for sales of used equipment. There was some discussion. Director Martin moved to table this item and Director Mahoney seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed. The GM stated that he is working on a company to come to Timberon to get metal (appliances). There was much discussion concerning State requirements. Mr. Schug suggested the GM contact the county concerning compactors. The GM stated that he has an email out to the county.

Discuss/Approve moving our accounting system to Quickbooks online. The GM stated that he has not made any progress at this time. Director Martin moved to table this item and Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve increasing current 30% Past Due monthly Standby transfers from 1% to 10% to water Asset Management Restricted Reserves. Director Martin moved to increase it by 5%. There was much discussion. Director Martin withdrew her motion. Chairman McMullen moved to table this item until February and Director Clark seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve auction/other sales. Director Mahoney still hasn't heard back. There was some discussion. Director Mahoney moved to table this item until January and Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve DTI improvements/repairs. No DTI representatives were present. Chairman McMullen moved to drop this item until we are contacted by DTI and Director Martin seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

New Business.

Approve Minutes of the November 2, 2021, Regular Meeting. Director Martin moved to approve the minutes as written and dispense with the reading. Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve Poppy's Five and Dime lease. Director Devine moved to approve the lease and Director Martin seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss cemetery improvements/fund. Director Martin explained that Ms. Borzoni asked that this item be tabled until she can attend the next meeting. Director Martin moved to table this item and Director

Mahoney seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Set Agenda for December 7, 2021. Director Martin read the items. One of the items is approval of annual meeting resolution. Electee Jules Neal stated that he could not attend meetings on Tuesdays because he goes to church on Tuesdays, Wednesdays, and Thursdays. He stated that he could not attend on Saturdays because that is his family time. There was much discussion between future board members. Director Martin stated that she will prepare a resolution showing meetings on the first and third Mondays of the month.

Directors Remarks.

Director Devine had no comments.

Director Clark had no comments.

Director Martin thanked the audience for participating.

Director Mahoney said that life was good.

Chairman McMullen thanked the audience for their input and for attending.

Director Martin moved to adjourn the meeting and Director Clark seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the meeting was adjourned.

Minutes approved December 7, 2021.

Secretary Linda Martin



Chairman Richard McMullen

