

REGULAR MEETING MINUTES

Board of Directors of Timberon Water and Sanitation District

Monday September 19, 2022 6 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. Director Barker and Vice Chairman Jules Neal absent.

Approval of Agenda

Director Harding motioned to approve the agenda, the Treasurer seconded the motion, the Chairman called for a vote. Director Harding voted yes, the Treasurer voted yes, the Chairman voted yes, the motion to approve the agenda was passed.

General Manager's Report

The district submitted the sanitary survey response to the NMED including a corrective action timetable, which was submitted to the state as required, on time.

State has approved funds for the new grader (\$348,000) the district is accepting bids which appear to be rather pricey, they are still looking.

9 leaks repaired; 17 roadwork orders open from last month, 6 closed out in the last month.

Travis Kelsey and Mike Rodriguez have both passed their Water Operator tests for Level 1, Joe Bob is testing for Level 2.

Treasurer's Report

Current bank Balances: Stand-by \$98,774.74, Short Lived Assets \$166,532.93, Reserve \$6224.80, Operations at \$58,806.55, USDA Loan \$897.81, Restricted Reserves \$77,962.56, Facilities and Services Fee \$44,915.76

The district has received the check scanning machine that will be in operation by the end of the month or the first of next month. This will save the district time and travel expense. IT services are upgrading the accounting computer to make it operate at a more efficient capacity.

Committee Reports

Finance Committee

Reviewed the profit and loss versus budget performance reports from July 1 through September 15, 2022. The district has collected \$94,248.18 in F&S fees. These fees are due at the end of the month, but the district continues to collect these fees throughout the year. Repair and maintenance was \$6050.10. Utilities year to date are \$15,766.23.

Discussed mill rates 2022 property taxes. Property values have gone up approximately 17%.

The property taxes collected by Otero County for the district from 2016 to 2021 were a total of \$854,308.67, which averages to \$142,384.78 per year. The county administration fee for the period was \$8629.39.

In 2020, the district collected \$164,778 with a mill rate of 9.76%. In 2021, the district collected \$130,523 with the mill rate of 7.167%. If everyone paid in 2021. The total taxes collected for 2021 would have been \$138,568.33; not the \$181,000 that was budgeted for that year. The shortfall in property taxes for the 2021 actuals versus budget was \$50,477. The budget for 2022/2023 for property taxes collected was set at \$130,000.

A copy of this report will be an addendum to the minutes.

Water Advisory Committee

Arden Schug discussed installing flow meters on main lines off the tributaries to track water flow rates. Tank 3 and #6 will need meters. Pressure data loggers have been found to track hammering - also called hydraulic shock caused by several things, including high water pressure, air in the lines and the opening and closing of valves too quickly. Water operators will be trained to use this technology.

Road Advisory Committee - No meeting this week

Recreation Advisory Committee – No meeting this week

Director Barker liaison for Hi-Country met with their board and discussed leaks which have caused the structural damage to the headers and roof, entry area to the bar. Insurance has been notified and a claim filed for damages.

New Business

1. Approve minutes from September 05, 2022, Regular Meeting.

Director Harding motioned to approve the minutes from September 05, 2022, Regular Meeting, the Treasurer seconded the motion, the Chairman called for a vote. Director Harding voted yes, the Treasurer voted yes, the Chairman voted yes, the motion to approve the minutes was passed.

2. Discuss/Approve monthly expenditures for the district for the month of August, 2022.

The Treasurer motioned to approve the monthly expenditures for the district for the month of August, 2022, Director Harding seconded the motion, the Chairman called for

a vote. Director Harding voted yes, the Treasurer voted yes, the Chairman voted yes, the motion to approve the expenditures for the district was passed.

3. Discuss/Approve RESOLUTION 2022/2023-001 PROPERTY TAX ASSESSMENT.

Resolution read by the Secretary, Director Harding motioned to approve RESOLUTION 2022/2023-001 PROPERTY TAX ASSESSMENT, the Treasurer seconded the motion, the Chairman called for a vote. Director Harding voted yes, the Treasurer voted yes, the Chairman voted yes, the motion to approve RESOLUTION 2022/2023-001 PROPERTY TAX ASSESSMENT passed.

4. Discuss/Approve rescinding current Timberon Water and Sanitation District Office Policies and Procedures from 2014.

The Treasurer motioned to approve rescinding current Timberon Water and Sanitation District Office Policies and Procedures from 2014, Director Harding seconded the motion, the Chairman called for a vote. The Treasurer voted yes, the Director voted yes, the Chairman voted yes, the motion to approve rescinding current Timberon Water and Sanitation District Office Policies and Procedures from 2014.

5. Discuss/Approve revised Timberon Water and Sanitation District Office Policies and Procedures.

The Treasurer motioned to approve revised Timberon Water and Sanitation District Office Policies and Procedures, Director Harding seconded the motion, the Chairman called for a vote. The Treasurer voted yes, the Director voted yes, the Chairman voted yes, the motion to approve revised Timberon Water and Sanitation District Office Policies and Procedures.

6. Approve/Disapprove Line Extension Estimate for Jessica Roberts, 9 Kipling Dr. 295 ft maximum length @ \$30.00 ft including meter install. Total estimate \$9,861.

Director Harding motioned to approve Line Extension Estimate for Jessica Roberts, 9 Kipling Dr. 295 ft maximum length @ \$30.00 ft including meter install, the Treasurer seconded the motion, the Chairman called for a vote. The Treasurer voted yes, the Director voted yes, the Chairman voted yes, the motion to approve the line extension passed.

7. Review and Approve/Decline Eleven (11) Stand by liens totaling \$6,659,22.

Director Harding motioned to approve the Eleven (11) Stand by liens totaling \$6,659,22, the Treasurer seconded the motion, the Chairman called for a vote. The Treasurer voted yes, the Director voted yes, the Chairman voted yes, the motion to approve the liens was approved.

Director Harding motioned for a 5 minute recess, the Treasurer seconded the motion, the Chairman called for a vote all voted aye, motion for recess granted 7:36 p.m. Meeting resumed 7:45 p.m.

8. Discuss Approve/Reject Union grievance # TWSD 2022-001-DJS 2nd step by Nan Thorell.

Director Harding motioned to reject Union grievance # TWSD 2022-001-DJS 2nd step by Nan Thorell. In addition, Director Harding wants to use the original verbiage that was used in the first step reply from the General Manager sent to the union regarding this complaint. The board is desirous to negotiate with the union on job descriptions not just job title as it is in the current union contract. The Treasurer seconded the motion, the Chairman called for a vote, Director Harding voted yes, Treasurer voted yes, the Chairman voted yes, the motion to reject the Union grievance # TWSD 2022-001-DJS 2nd step by Nan Thorell passed.

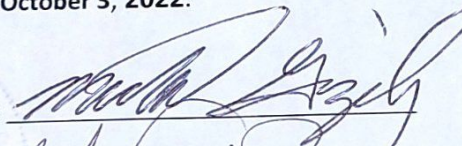
Directors Remarks

No comments this evening.

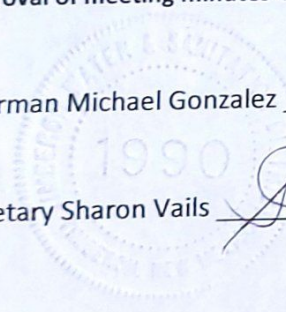
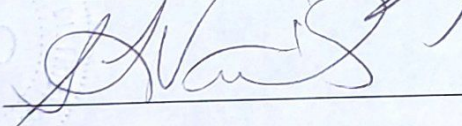
Director Harding motioned to adjourn the meeting, the Treasurer seconded the motion, the Chairman called for a vote, Director Harding voted yes, Treasurer voted yes, the Chairman voted yes, the motion to adjourn passed, meeting adjourned at 8:03 p.m.

Approval of meeting minutes October 3, 2022.

Chairman Michael Gonzalez



Secretary Sharon Vails



The Finance Committee met on September 15, 2022 – 1:00 p.m.

The following topics were discussed:

- Review P&L vs Budget for August.

Reviewed the Profit and Loss vs Budget Performance reports from July 1st – September 15th, 2022. The district has collected \$94,248.18 in F&S fees. These fees are due at the end of the month, but the district continues to collect these fees throughout the year. Repair and Maintenance was \$6,050.10. Utilities YTD are \$15,766.23.

- Review aged report for August on Water, F&S & Standby.

Water: 545 account

Current: \$40,862.31 Over 30: \$7,563.29 Over 60 \$4,360.68 Over 90 \$73,187.63
Total \$32,325.32

Standby: 1558 account-30 years.

Current: \$96,942.80 Over 30: \$96,942.80 Over 60: \$54,138.64 Over 90 \$364,209.50
Total: \$580,195.40.

Fees collected for the month of July were \$6,428.97, August a total of \$14,701.29

F&S: 4977 accounts-2012

Current: \$269,202.00 30Days: \$180,857.24 60Days \$134,609.91 90Days \$571,630.64
Total: \$1,156,299.79.

- Discuss mill rates 2022 property taxes.

The average taxes collected by Otero County for the district from 2016 – 2021 were a total of \$854,308.67. Which averages to \$142,384.78 per year. Some years were more, others were less. The County administration fee for that time period was \$8,629.39.

In 2020 the district collected \$164,778.00 with a mill rate of 9.76. In 2021 the district collected \$130,523.00 with a mill rate of 7.167. If everyone paid in 2021 the total taxes collected for 2021 would have been \$138,568.33 not the 181,000.00 that was budgeted for that year. The shortfall in property taxes for 2021 actuals vs budget was \$50,477.00. The budget for 2022/2023 for property taxes collected was set at \$130,000.00.