

**MEETING MINUTES**  
**SPECIAL MEETING OF THE BOARD OF DIRECTORS**  
**of the Timberon Water and Sanitation District**  
**April 1, 2022, 6:00 pm**  
**Timberon Community Center, "Lodge"**  
**1 Bobwhite Circle, Timberon, NM 88350**

The Chairman of the Board of Directors of the Timberon Water and Sanitation District has called a special meeting with the following agenda item(s):

**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 of the Board Members**

Board members attending meeting: Chairman Michael Gonzalez, Vice Chairman Jules Neal, Treasurer Terri Borzoni, Director Mark Harding. Tod Barker was absent.

**Approval of Agenda**

Vice Chairman Jules Neal made a motion to approve the agenda as written. Director Mark Harding seconded the motion. Treasurer Borzoni, Director Harding, Vice Chairman Neal and Chairman Gonzalez all vote yes, the motion passed.

**Closed session:**

Vice Chairman Jules Neal made a motion to go into closed for:

"Limited personnel matters" To discuss/evaluate the performance of the Timberon Water and Sanitation District General Manager.

Treasurer Terri Borzoni seconded the motion. Chairman Michael Gonzalez called for a roll call vote. Treasurer Terri Borzoni vote yes, Director Mark Harding voted aye, Vice Chairman Jules Neal vote yes, and Chairman Michael Gonzalez voted yes to adjourn into closed session to discuss "Limited personnel matter" To discuss/evaluate the performance of the Timberon Water and Sanitation District General Manager.

The board went into closed session at 6:10 pm.

The board returned to the open meeting at 9:00 pm.

Vice Chairman Jules Neal made a motion to come out of closed session back into an open session meeting. Director Mark Harding seconded the motion. Chairman Michael Gonzalez called for a roll call vote to come out of a closed session meeting into the open session meeting by roll call vote. Treasurer Terri Borzoni voted yes, Mark Harding voted aye, Jules Neal voted yes, and Chairman Michael Gonzalez voted yes. The motion passes by roll call vote to come out of closed session to an open session meeting.

Chairman Michael Gonzalez stated that the matters discussed in the closed meeting were limited to those stated in the notice of the closed meeting.

"Limited personnel matters" To discuss/evaluate the performance of the Timberon Water and Sanitation District General Manager.

1. Discuss/Approve the results of the "Limited personnel matters" any follow-on action(s) that may need to be taken in accordance to the Timberon Water and Sanitation District General Manager's contract.

Vice Chairman Jules Neal made a motion to approve the appraisal and annual review of the General Manager Jesse Duckett. Treasurer Terri Borzoni seconded the motion. Treasurer Terri Borzoni, Director Mark Harding, Vice Chairman Jules Neal and Chairman Michael Gonzalez all voted yes. The motion passes.

Vice Chairman Jules Neal made a motion to approve the counseling form on time keeping errors for General Manager Jesse Duckett. Director Mark Harding seconded the motion. Treasurer Terri Borzoni, Director Mark Harding, Vice Chairman Jules Neal and Chairman Michael Gonzalez all voted yes. The motion passes.

Vice Chairman Jules Neal made a motion to approve counseling form for computer equipment being removed from the TWSD office for three days. Treasurer Terri Borzoni seconded the motion. Treasurer Terri Borzoni, Director Mark Harding, Vice Chairman Jules Neal and Chairman Michael Gonzalez all voted yes. The motion passes.

Vice Chairman Jules Neal made a motion to approve counseling form for the bidding process not being conducted correctly. Treasurer Terri Borzoni seconded the motion. Treasurer Terri Borzoni, Director Mark Harding, Vice Chairman Jules Neal and Chairman Michael Gonzalez all voted yes. The motion passes.

Chairman Michael Gonzalez asked if there was anything else to be conveyed?

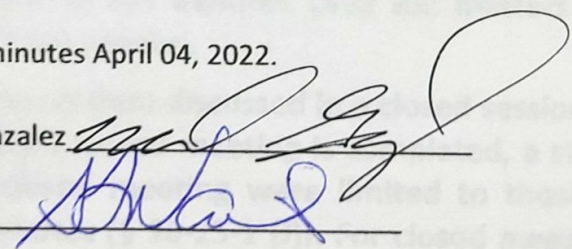
Vice Chairman Jules Neal made a motion to adjourn the meeting, Treasurer Terri Borzoni seconded the motion. Treasurer Terri Borzoni, Director Mark Harding, Vice Chairman Jules Neal and Chairman Michael Gonzalez all vote yes. The motion passes.

The meeting adjourned at 9:15 pm.

Approval of meeting minutes April 04, 2022.

Chairman Michael Gonzalez

Secretary Sharon Vails



**SPECIAL MEETING OF THE BOARD OF DIRECTORS  
of the Timberon Water and Sanitation District  
SPECIAL MEETING AGENDA  
April 1, 2022, 6:00 pm  
Timberon Community Center, "Lodge"  
1 Bobwhite Circle, Timberon, NM 88350**

The Chairman of the Board of Directors of the Timberon Water and Sanitation District has called a special meeting with the following agenda item(s):

**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".

**Approval of Agenda**

**Closed session:**

"Limited personnel matters" To discuss/evaluate the performance of the Timberon Water and Sanitation District General Manager.

**Closed Sessions – Procedures (§ 10-15-1 (I))** To properly close a portion of an open meeting, the following actions must be taken (§ 10-15-1 (I) (1)): **A motion stating the specific provision of law authorizing the closed meeting and a reasonably specific description of the subject to be discussed.**

**A roll call vote on the motion to close the meeting in the open session. The vote of each member is recorded in the minutes Only the matters stated in the motion to close are discussed in the closed session.**

**Generally, action on an item discussed in a closed session must be taken in an open meeting (§ 10-15-1 (H)) After a closed meeting is completed, a statement affirming that the matters discussed in the closed meeting were limited to those stated in the motion to close is recorded in the minutes (§ 10-15-1 (J)). For closed meetings of a public body held separate from an open meeting, the above criteria apply except: Instead of a motion to close, appropriate public notice is provided that includes the specific provision of law authorizing the closed meeting and a reasonably specific description of the subject to be discussed (§ 10-15-1 (I)(2)).**

- 1. Following completion of the closed meeting, a statement is entered into the minutes of the next open meeting specifying that the matters discussed in the closed meeting were limited to those stated in the notice of the closed meeting (§ 10-15-1 (J)).**

**A roll call vote of each member to come out of closed session back into an open meeting**

## In open meeting:

Discuss/Approve the results of the "Limited personnel matters" any follow-on action(s) that may need to be taken in accordance to the Timberon Water and Sanitation District General Manager's contract.

**Bylaws 5.02 Citizen Participation: All persons so desiring shall be permitted to attend and listen to the deliberations or proceedings.** The methods of receiving comments from the public are hereby listed.

Members of the public may participate in the discussion of agenda items that have received a motion and second by Board members in the following manner. At least ten minutes prior to the start of a regular or special meeting, members of the public may place their names on a list stating which agenda item they would like to discuss. After each Board member has had an opportunity to speak the chairman will call on members of the public in the order that their names appear on the list. There will be a five-minute time limit for each speaker. All comments shall be addressed to the chair. Members of the public may be permitted to make comments at any time during a meeting, if recognized by the Chairman, as allowed by Robert's Revised Rules of Order.

If you are an individual with a disability who needs service to attend or participate in the meeting, please contact the Public Information Officer at (575) 987-2250 at least one week prior to the meeting or as soon as possible.

This institution is an equal opportunity provided and employer. TWSD is a drug free workplace.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested on the form.

Send your complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washing, DC 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov)

**All persons so desiring shall be permitted to attend and listen to the deliberations or proceedings.** The public may participate via teleconference telephone. TOLL-FREE Number 1-(844)474-0925. Id #36899634.

Posted March 29, 2022 at 4:00pm