

MINUTES OF THE DECEMBER 7, 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 Mahoney 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 November we sold about 1.1 million gallons of water, 4.1 million gallons of water was produced; that's about a 75% loss.
2. Our filtration plant is not currently working due to another problem with the compressor. Things hopefully will be fixed later this week. The Springs are doing the same, putting out about 180gpm to 200 gpm.
3. Our Level 4 Operator, Ray Ramos, has request the NMED schedule our Sanitary Survey. We don't have an exact date yet, but it will probably be next year before they get to our system.
4. There are currently 20 meters paid for and waiting to be installed and we also have a backlog of about eleven line extension estimates to do.
5. We have rented a skid loader and are in the process of cleaning up behind the District Barn.
6. Most of the month our road (and maintenance) workers were all pulled in to help with water problems and meter installations. Road are currently not working on a schedule for grading. Call the office and put in a work order if your road has a especially bad or dangerous problem.

There was some discussion.

Treasurer Report. Director Clark read the bank balances.

F&S, \$260,076.32; Short Lived, \$161,738.30; Standby, \$29,694.80; Operations, \$53,745.31; Water Asset Management Restricted Reserves, \$82,607.57 (Transferred \$5,230.44 from Past due Standby); Reserve, \$7,756.00; USDA Loan, \$853.52.

Committee Reports.

A Recreation Committee is currently being formed.

Budget committee. Chair of the committee, Noreen Gonzalez was not present and will give her report at a later time.

Water Advisory Committee. Chair of the committee Arden Schug gave a brief show and tell of the testing that he and the GM did using the SCADA system. He explained where the leaks were on a map. The next step is to isolate areas in the system and test for leaks.

By-Laws, Office Policies and Procedures, and Employee Handbook Committee. Chairman McMullen stated that he sent copies to the committee members, but they haven't had a chance to meet yet.

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 he has checked the price agreements with the State. The price is \$48,000.00 brand new and \$55,000.00 with solid tires. There was much discussion. Audience member Jules Neal asked if we could purchase an attachment for one of our existing backhoes. The GM explained that he would prefer having a separate Skid Loader. There was more discussion. Director Mahoney moved to approve the \$55,000.00 to purchase a new Skid Loader using the State Price Agreement and Director Martin seconded. Chairman McMullen, Director Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve moving our accounting system to Quickbooks online. Chairman McMullen explained that this would bring us up to speed to include the treasurer having access to the budget process. The GM explained that we currently use Quickbooks Pro 2020 on a desktop with one user. If we upgrade to Online Advance, we can have twenty-five users and two accountants. Director Devine moved to approve the upgrade to Online Advance 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 13, 2021, Regular Meeting. Director Martin moved to approve the minutes as written and dispense with the reading. Director Mahoney seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve Annual Meeting Resolution. Electees Michael Gonzalez, Jules Neal, and Terri Borzoni want Monday and Monday with another informational meeting. Directors Mahoney, Devine, Clark, and Martin want what is currently in place, i.e., Tuesday and Saturday so off mountain people can attend on weekends. Directors Mahoney, Clark, Martin, and Devine voted aye, and Chairman McMullen voted nay. The motion passed.

Discuss/Approve selling twenty individual lots.

1. Authorize the individual sale of properties using competitive sealed bids a minimum bids of appraisal amounts subject to approval by the State Board of Finance – Local Government Division or State Board of Finance.

Director Martin moved to approve this item, and Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, Devine voted aye, and the motion passed.

2. Authorize form of invitations to bid and form of quitclaim deeds.

Director Martin moved to approve this item, and Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

3. Authorize General Manager to amend the invitations to bid and to deal directly with the State Board of Finance – Local Government Division or State Board of Finance regarding

submission and revision of documents related to sale of same properties, including but not limited to the invitations to bid, sale agreements, and/or form of quitclaim deeds.

Director Martin moved to approve this item, and Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye,, and the motion passed.

4. Authorize attorney to interact wit State Board of Finance – Local Government Division or State Board of Finance regarding these transactions, and to make amendments to documents as necessary.

Director Martin moved to approve this item, and Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve change in priorities for water system improvement funds Resolution. There was some discussion. Director Devine moved to table this item with removal of “Resolution” and Director Martin seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve Skid Loader price ceiling. Already discussed and approved.

Discuss and begin to plan a path forward to deal with high water losses to the TWSD water distribution system. Accelerating water loses l n the distribution system and increased usage due to meter growth are outrunning the capacity for our available water sources to keep the system charged. Electee Michael Gonzalez wanted this in the forefront. He stated that it should be on every agenda under old business. There was much discussion.

Review and discuss current and historical (past 5 years) accounting line item 44052 R&M Water Distribution System. Consequently, this fiscal year indicates \$45K budgeted for the year and we have thus far have spent \$41K on R&M of the Water Distribution System. Electee Michael Gonzalez explained why this is too high. The GM explained that a lot more meter installs contributed to the higher amount. There was much discussion. Director Martin moved to table this item until the next meeting, and Director Mahoney seconded. Chairman McMullen, Director Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss cemetery improvements/fund. Electee Terri Borzoni asked that this item be tabled until the end of January. Director Martin moved to table this item and Director Clark 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.

Directors Remarks.

None.

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

Minutes approved December 11, 2021.

Secretary Linda Martin 

Chairman Richard McMullen 