

REGULAR MEETING MINUTES
Board of Directors of Timberon Water and Sanitation District
Monday, June 6, 2022 6 p.m.
Timberon Community Center, "Lodge"
1 Bobwhite Circle, Timberon, NM 88350

Invocation and Pledge of Allegiance

Roll Call

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

Approval of Agenda

Director Harding motions to approve the agenda, Vice Chairman seconds the motion. The Chairman calls for a roll call vote, Vice Chairman Jules Neal voted yes, Treasurer Terri Borzoni voted yes, Director Mark Harding voted yes, Director Tod Barker, the Chairman voted yes, Agenda approved.

General Manager Report

For past 2 weeks Chairman Michael Gonzalez and Director Mark Harding have worked together as acting General Managers; starting this week Director Mark Harding is in charge. Director Harding would like to look at acquiring meters to be placed at Water treatment plant, Golf Course, the Springs and the Mercantile to get accurate water loss measurements. Several leaks have been worked on, 2 leaks have been determined to have been long term leaks and have now been repaired. Director Harding got a handle on back work orders and within 2 weeks cleared up ALL back work orders dating back as far as Jan 2021. Good job to the water crews who worked hard with him to clear up this mess of work orders. Dave Hudson gave notice he was leaving last day June 14th, 2022. Pool electrical issues still being worked on, awaiting on inspection and a qualified pool electrician and repairman to clear the issues.

Treasurer Report

Upon cleaning of office and going through the files, the treasurer found several unpaid bills dating back several months. It appears the previous GM, was not paying bills, but leaving the to accumulate unpaid. Thus far 3 phone lines (unused) were being paid for, and State bills were not being paid. As of now, we are finally caught up.

Committee Reports:

Finance Committee

Thursday June 16, 1 p.m. Finance committee meeting.

The interim budget was approved by the DFA June 3, 2022 the final budget will be submitted in July.

Water Advisory Committee

Arden wishes to change the names of the wells as calling it the Golf course well seems to have created some confusion on paperwork. Next BHI meeting will be June 21, 2022.

By-Laws, Office Policies & Procedures and Employees Handbook Committee

By-laws done, Office procedures almost complete, the review of Employee handbook formatting errors is complete and the review is in process. Still needs to be reviewed by other board members to finalize.

New Business:

1. Approve minutes from May 16, 2022, Regular Meeting.
Vice Chairman Jules Neal motions to approve the minutes from May 16, 2022, Director Mark Harding seconds the motion, Chairman Michael Gonzalez called for a roll call vote, Treasurer Terri Borzoni votes yes, Director Mark Harding votes yes, Chairman Michael Gonzalez votes yes, Vice Chairman Jules Neal votes yes, Director Tod Barker voted yes, all voted yes to approve the minutes.
2. Approve minutes from May 21, 2022, Special Meeting.
Vice Chairman Jules Neal motions to approve the minutes from May 21, 2022, Director Mark Harding seconds the motion, Chairman Michael Gonzalez called for a roll call vote, Treasurer Terri Borzoni votes yes, Director Mark Harding votes yes, Chairman Michael Gonzalez votes yes, Vice Chairman Jules Neal votes yes, Director Tod Barker voted yes, all voted yes to approve the minutes.
3. Approve minutes from May 30, 2022, Special Meeting.
Vice Chairman Jules Neal motions to approve the minutes from May 30, 2022, Director Tod Barker seconds the motion, Chairman Michael Gonzalez called for a roll call vote, Treasurer Terri Borzoni votes yes, Director Mark Harding votes yes, Chairman Michael Gonzalez votes yes, Vice Chairman Jules Neal votes yes, Director Tod Barker voted yes, all voted yes to approve the minutes.
4. Review ICIP Listing.
Discussed water loss, water improvement grants, system line replacement. Heard input from Arden Shug, Tony McWilliam and the board.
5. Discuss/Approve revision of the Facilities Lease Agreement of Community Facilities.
Discussed the need to revise the rental agreement.
Director Tod Barker motions to table this agenda item for further discussion at this time, Director Mark Harding seconds the motion, Chairman Michael Gonzalez called for a roll call vote, Treasurer Terri Borzoni votes yes, Director Mark Harding votes yes,

Chairman Michael Gonzalez votes yes, Vice Chairman Jules Neal votes yes, Director Tod Barker voted yes to table the agenda item until a later date.

6. Discuss/Approve Individual board member to work on revisions of Facilities Lease Agreement of Community Facilities.

Director Mark Harding motions to approve Director Tod Barker to rewrite the rental and lease agreements to be following the needs of the district with regards to renting or leasing TWSD property, Vice Chairman Jules Neal seconded the motion. Chairman Michael Gonzalez called for a roll call vote, Treasurer Terri Borzoni votes yes, Director Mark Harding votes yes, Chairman Michael Gonzalez votes yes, Vice Chairman Jules Neal votes yes, Director Tod Barker voted yes, the motion for Director Tod Barker to do rewrite is passed.

Director Mark Harding motions to recess for 10 minutes, Treasurer Terri Borzoni seconds the motion Chairman Michael Gonzalez called for a roll call vote, Treasurer Terri Borzoni votes yes, Director Mark Harding votes yes, Chairman Michael Gonzalez votes yes, Vice Chairman Jules Neal votes yes, Director Tod Barker voted yes, for a 10 minute recess beginning at 8:09 PM. Director Barker leaves the meeting.

Vice Chairman Jules Neal makes a motion to move into a closed session, Director Mark Harding seconds the motion, Chairman Michael Gonzalez called for a roll call vote, Treasurer Terri Borzoni votes yes, Director Mark Harding votes yes, Chairman Michael Gonzalez votes yes, Vice Chairman Jules Neal votes yes.

The meeting is now in closed session at 8:35 p.m.

Adjourn into Executive Closed Session in compliance with 10-15-1(H)(7) and (8) NMSA.:

“Limited personnel matters” To discuss/evaluate the return to work of employee who may have abandon their job.

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)).
- Return from Executive closed session in compliance with the Open Meetings Act, "NMSA 1978 Sections 10-15-1 to 10-15-4.

Only the subject announced or voted upon prior to closure by the policymaking body were discussed in a closed meeting. No decisions were made during the closed session.

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

At 9:08 PM, Vice Chairman Jules Neal motions to move from close meeting to open meeting, Director Mark Harding seconds the motion, Chairman Michael Gonzalez called for a roll call vote, Treasurer Terri Borzoni votes yes, Director Mark Harding votes yes, Chairman Michael Gonzalez votes yes, Jules Neal votes yes.

The meeting is now back in open session.

Only the matter of Limited personnel matters to discuss/evaluate the return to work of employee who may have abandon their job, no vote or decision was made in closed session.

In open meeting:

Discuss/Approve the results of the "Limited personnel matters" and any follow-on action(s) that may need to be taken.

Vice Chairman Jules Neal motions to table this discussion and not move forward on limited personnel matters, Treasurer Terri Borzoni seconds the motion, Chairman Michael Gonzalez called for a roll call vote, Treasurer Terri Borzoni votes yes, Director Mark Harding votes yes, Chairman Michael Gonzalez votes yes, Jules Neal votes yes, the motion to table the discussion is passed.

Vice Chairman Jules Neal motions to adjourn the meeting, Treasurer Terri Borzoni seconds the motion, Chairman Michael Gonzalez calls for a roll call vote, Treasurer Terri Borzoni votes yes, Director Mark Harding votes yes, Chairman Michael Gonzalez votes yes, Jules Neal votes yes, to adjourn. Meeting adjourned at 9:20 PM.

- Directors Remarks

The Treasurer wants to thank everyone for their support.

Director Harding wants to thank all the water department workers for all their hard work and catching up all the backorders. Their hard work is greatly appreciated

Chairman Michael Gonzalez

Michael Gonzalez

Secretary Sharon Vails

Sharon Vails

