

Special Meeting Minutes
Saturday, July 2, 2022 9 a.m.
Board of Directors of Timberon Water and Sanitation District
1 Bobwhite Circle – “Lodge”
Timberon, NM 88350

Remediation of Original Meeting dates: January 10, 2022 6:00 P.M. and January 17, 2022, 6:00 P.M.

This Special Meeting is being held in order to comply with the Attorney General’s determination dated June 8, 2022 and in compliance with Kleinberg v. Bd. Of Educ. of Albuquerque Pub. Sch., 1988-NMCA014, ¶ 30.

Pledge of Allegiance and Invocation

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, Vice Chairman Jules Neal, Treasurer Terri Borzoni and Secretary Sharon Vails present.

Approval of Agenda Vice Chairman motions to approve the agenda, the Treasurer seconds the motion, the Chairman calls for a vote, all voted yes, the agenda is approved.

Old Business from January 10, 2022. These Old Business Agenda items below are from the Regular Meeting Agenda held January 10, 2022, 6:00 P.M., and are to be discussed and voted on within this special meeting as a form of remedial action.

- 1. Discuss/Approve Resolution 2022-006, Authorization for NM Motor Vehicle Division for the purpose of transferring titles due to sale of TWSD equipment to be sold at an auction and other transfers.**

The Vice Chairman motions to approve resolution 2022 – 006 for NM Motor Vehicle Division for the purpose of transferring titles due to sale of TWSD equipment to be sold at an auction and other transfers, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion to approve the resolution is passed.

- 2. Discuss/Approve new requests for residential water line extension(s) with cost structure reviewed.**

Vice Chairman motions to un-table line extension request, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman vote yes, the Treasurer votes yes, the Chairman votes yes, the motion to un-table the line extension requests is passed.

The treasure motions to approve the line extension, the Vice Chairman seconds the motion, the Chairman calls for a vote. The Vice Chairman vote yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

- 3. Discuss/Approve suspension of the purchase of a skid loader due to budget concerns.**

The Vice Chairman motions to un-table the decision to purchase a skid steer that was tabled due to budgetary concerns, the Treasurer seconds the motion, the determine calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

Using unanimous consent. It is decided to hold this over until the January 17 agenda item addresses the issue.

4. Discuss/Approve rescinding of Annual Notice of Public Meetings Resolution #2022-007.

Vice Chairman motions to rescind of Annual Notice of Public Meetings Resolution #2022-007, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman vote yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

5. Consideration and approval of the Open Meetings Act (OMA) and calendar of scheduled meeting for 2022 by Resolution Number 2022-009.

Vice Chairman motions to approve the Open Meetings Act (OMA) and calendar of scheduled meeting for 2022 by Resolution Number 2022-009, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

6. Discuss/Approve engagement letter along with the scope for accounting services by Granite Mountain Accounting.

Vice Chairman motions to approve engagement letter along with the scope for accounting services by Granite Mountain Accounting, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

7. Discuss/Approve contacting new water/general attorney to possibly replace the current law firms, "Jeffery Albright/Carrillo Law Firm for the district".

Using unanimous consent. This topic is dropped.

8. Discuss/Approve the review and approval of all monthly district expenditures by the board for payment. Discuss/Approve the collection of all debit and credit cards of the district to be under the control of the Board Treasurer. As per Treasurers authority according to statute.

The Treasurer motions for approval of all monthly district expenditures by the board for payment, Vice Chairman seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

9. Discuss/Approve the collection of all debit and credit cards of the district to be under the control of the Board Treasurer. As per Treasurers authority according to statute.

Unanimous consent to take no action at this time.

New Business from January 10, 2022. These New Business Agenda items below are from the Regular Meeting Agenda held January 10, 2022, 6:00 P.M., and are to be discussed and voted on within this special meeting as a form of remedial action.

1. Approve Minutes of the January 04, 2022, Regular Meeting.

Vice Chairman motions to approve the minutes of the January 04, 2022, Regular Meeting, the Treasurer seconds the motion, the Chairman calls for a vote, all voted yes, the minutes of the January 04, 2022, Regular Meeting are approved.

2. Discuss/Approve the status of the auction items and what to do moving forward.

No action taken.

3. Discuss/Document the merits and potential errors in the General Manager's contract.

Vice Chairman motions to document the merits and potential errors in the general manager's contract, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

4. Discuss/Approve notification to the Communication Workers of America District 7 Union of the General Manager's contract.

Vice Chairman motions to approve notification to the Communication Workers of America District 7 Union of the General Manager's contract, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

5. Discuss/Approve budgetary constraints regarding the need to hire a replacement bookkeeper for 15 days.

Vice Chairman motions due to budgetary constraints to hold off for 15 days hiring a replacement bookkeeper, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

6. Discuss/Approve date and time for Saturday town hall meeting to inform the community of the state of the water system of Timberon.

Vice Chairman motions to approve date and time for Saturday town hall meeting, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

Old Business from January 17, 2022. These Old Business Agenda items below are from the Regular Meeting Agenda held January 17, 2022, 6:00 P.M., and are to be discussed and voted on within this special meeting as a form of remedial action.

1. Discuss/Approve suspension of the purchase of a skid loader due to budget concerns.

Vice Chairman motions for suspension of the purchase of a skid loader due to budget concerns, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman vote yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

2. Discuss/Approve the status of the auction items and what to do moving forward upon receiving an update.

No action taken.

3. Discuss/Approve budgetary constraints regarding the need to hire a replacement bookkeeper for 15 days.

No action taken.

New Business from January 17, 2022. These Old Business Agenda items below are from the Regular Meeting Agenda held January 17, 2022, 6:00 P.M., and are to be discussed and voted on within this special meeting as a form of remedial action.

1. Approve Minutes of the January 10th, 2022 Special meeting.

Vice Chairman motions to approve the minutes of the January 10, 2022 Special meeting, Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the minutes of the January 10, 2022 Special meeting are approved.

2. **Discuss and continue to plan a path forward to deal with high water losses to the TWSD water distribution system.**

No discussion

3. **Discuss/Approve changing Budget Committee to Finance Committee.**

Vice Chairman motions to change Budget committee name to Finance committee, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

4. **Discuss/Approve the drop off location for the collection and disposal appliances by district residents.**

Unanimous consent to table.

5. **Discuss/Approve scheduling a meeting with Bohannon Huston, Inc and Steven Deal to receive updates on grant projects, project reviews and what has been spent on each project. Additionally, plan a project review of current grant for water line improvement with Bohannon Huston at the Timberon Lodge (Date/Time to be determined).**

Unanimous consent to put off for time being.

6. **Discuss/Approve if needed, equipment for line replacement of the water distribution system.**

Table indefinitely

7. **Approve/Direct the General Manager to begin cross training of all office positions as per the current TWSD Policies and Procedures approved by the Board of Directors.**

Vice Chairman motions to table indefinitely, Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

8. **Discuss and set the suggested amount for the process of implementing a monthly line replacement fee through the Public Regulator Commission-(PRC). Authorize if needed a member of the board to also work with the PRC and Water Attorney.**

Vice Chairman motions to table, Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

9. **Discuss/Approve the purchase of a projector for informational meetings and WIFI for the main conference room.**

No action taken

10. **Discuss/Approve reimbursement of dictation software (Dragon Home 15) in the amount of \$200.00 purchased by the Board Secretary.**

Vice Chairman motions to reimburse the secretary for dictation software (Dragon Home 15) in the amount of \$200.00, Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

11. **Review/Approve Board member to review the yearly renewal of TWSD property insurance due in March.**

Vice Chairman motions for the Chairman, Michael Gonzalez to review the yearly renewal of TWSD property insurance due in March, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed.

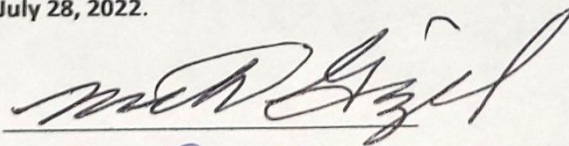
The remaining items were all held over to the next meeting.

12. **Discuss potential water system grants available to the district through the New Mexico Department of Transportation-NMDOT, USDA/Rural USDA, Colonias grant and the New Mexico Rural Waters. Seek Board member or members interested in assisting GM searching and applying for targeted grants that are desired.**
13. **Discuss/Approve a local listing for citizens with medical needs which can be checked on during water outages. To include their name, physical address, phone number and email address.**
14. **Discuss/Approve salary increase/guidance of salary range for David Hudson due to successfully completing his Level II water operator certification exam on December 07, 2021.**
15. **Discuss/Approve Authorizing Board Treasurer to obtain/complete an application for a credit card for TWSD from First National Bank in Cloudcroft.**
16. **Discuss/Approve discontinuing use of First National Bank debit card upon approval of credit card from First National Bank.**
17. **Discuss/Approve implementation of Policy & Procedures for use of credit cards which will be added to the 2014 Policy and Procedures.**

Vice Chairman motions to adjourn the meeting, the Treasurer seconds the motion, the Chairman calls for a vote. The Vice Chairman votes yes, the Treasurer votes yes, the Chairman votes yes, the motion is passed, the meeting is adjourned at 10:09 a.m.

Approval of meeting minutes July 28, 2022.

Chairman Michael Gonzalez



Secretary Sharon Vails

