

MINUTES OF THE JULY 18, 2020  
REGULAR MEETING OF THE TWSD BOARD OF DIRECTORS

Attending the meeting were Chairman Richard McMullen, Vice Chairman Timothy Mahoney, Director Lillian Devine, and Secretary Linda Martin. Treasurer Kelly Clark attended via teleconference.

Saluting of the flags was accomplished.

Chairman McMullen stated that the agenda posted at the Post Office and the Lodge is not the same as the one posted online. He asked the directors if they would approve using the ones in front of them (which was the one posted at the Post Office and Lodge). Director Devine moved to use the ones in front of us and Director Martin seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Approval of the Agenda. Director Devine moved to approve the agenda as presented 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. The CCR has been completed, posted, and sent to the State.
2. The new VFD was received and installed on 6/26/2020. The insurance will cover most of the cost.
3. Approximately ten meters were installed.
4. New Mexico Rural Water was here and gave a presentation on Sustainable Management.
5. Bohannon Houston was here to look at proposed underground reservoir site. They said the site by the Springs was a good area. It appears the grants will still be funded. There was some discussion.
6. Almost completed the parts inventory. Recommend a day to day inventory to have at least a two-week supply of repair parts.
7. The financial books were closed out on 6/30/2020.
8. Steel doors have been ordered for the annex.
9. There was a 59% water loss for June.
10. If we need a new pump and strainer for the pool, it will cost approximately \$2700.00.
11. We have received three (3) line extension requests that the board needs to vote on.
12. The final budget is complete, and resolutions need to be voted on. There was some discussion.
13. The union representatives are scheduling a meeting in the next few weeks.
14. The survey of the Lodge property should be complete next week.
15. Employee Ilene Ricketts has been working on the pavilion. The stain/paint seems to match the lodge.
16. The flagpole is ready for flags. We just need to get the light working.
17. The sprinklers are almost complete.
18. The water operators are continuing to repair leaks and do their jobs, but they are limited by one person per vehicle.

**Treasurer Report.** Chairman McMullen read the bank balances. F&S, \$127,573.28; Short Lived, \$122,141.73; Standby, \$117,959.83; Operations, \$25,036.27; Restricted Reserve, \$56,355.08 (\$1181.83 transferred in from SB past due); Reserve, \$6,321.20; USDA Loan, \$852.34.

Committee Reports. None. The committees are on hold for now.

### **Old Business.**

Discuss/Approve representative for union negotiations. Director Martin moved to have the Chairman and GM negotiate with the union and Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve restructuring of Recreation and Facilities rental fees. The GM went through the proposed changes. There was some discussion. Basically, it does away with rental fees for Timberon residents/rate payers. Chairman McMullen stated that he has no problem with raising the deposit fees, but some items need tweaking. Director Martin moved to table this item until the next meeting in August and Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

### **New Business.**

Approve Minutes of the July 4, 2020 Regular Meeting. Director Devine 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 Resolution 2020/2021-001 4<sup>th</sup> Quarter Financial Report to USDA. Director Martin moved to approve the resolution and Director Mahoney seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve Resolution 2020/2021-002 4<sup>th</sup> Quarter Financial Report to DFA. Director Martin moved to approve the resolution and Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve Resolution 2020/2021-003 Final Operating Budget to USDA. Director Devine moved to approve the resolution and Director Mahoney seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve Resolution 2020/2021-004 Final Operating Budget to DFA. Director Devine moved to approve the resolution and Director Martin seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve Resolution 2020/2021-005 Annual ICIP Submission. The GM explained the priorities. Director Martin moved to approve the resolution and Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve disposition of accumulated junk at maintenance shop. Director Devine explained that she contacted Southwest Disposal and they said they would take appliances. There was much discussion concerning refrigerants be accepted. We need clarification. This item will be on the next agenda. The GM spoke of trash fees and moving of dumpsters. He stated that it will take a few months to move dumpsters to the maintenance shop area. There was some discussion.

Discuss/Approve trash fee. Chairman McMullen explained that the increased dumpster use was costing more than expected. There was some discussion. Director Martin moved to increase the monthly trash fee on the water bill to \$11.00 starting in September and Director Devine seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve RV dump site. Chairman McMullen explained that the costs could be \$25,000.00 to \$50,000.00 just to set up a dump site. The GM explained the different types; a leech type system would take monitoring. Director Martin moved to disapprove maintaining a RV dump site and Director Mahoney seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve line extensions. The GM explained there were three line extensions requested. If approved by the Board, it would then go to the customer for acceptance. Director Martin moved to approve the line extensions and Director Mahoney seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve Smile4U letter. Chairman McMullen explained that they bought properties from a tax sale and paid the past due water fees. They now want a refund. The letter actually came from their lawyer. Chairman McMullen moved to forward the letter to our attorney, Steven Jones, to respond to the Smile4U lawyer and Director Martin seconded. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Director Martin moved to go into closed session to discuss General Manager's three-month evaluation and Director Mahoney seconded. Chairman McMullen voted aye; Director Mahoney voted aye; Director Clark voted aye; Director Martin voted aye; Director Devine voted aye.

Director Martin moved to come out of closed session and Director Devine seconded. Chairman McMullen voted aye; Director Mahoney voted aye; Director Clark voted aye; Director Martin voted aye; Director Devine voted aye.

Chairman McMullen stated that no decisions were made.

Discuss/Approve Wage increase for GM. Director Martin moved to approve TWSD original job offer letter to the GM stating that, after three months, his annual salary would increase from \$46,000.00 to \$47,000.00 based on performance and Director Mahoney seconded. There was some discussion. Chairman McMullen, Directors Mahoney, Clark, Martin, and Devine voted aye, and the motion passed.

Set Agenda for August 4, 2020. The Secretary read two items: Discuss/Approve restructuring fees and Discuss/Approve disposition of accumulated junk at maintenance shop. The Secretary stated that she will need any additional items by August 1, 2020.

**Directors Remarks.**

Director Martin stated that it was a good meeting.

Director Mahoney stated that it was an excellent meeting.

Director Devine thanked the GM.

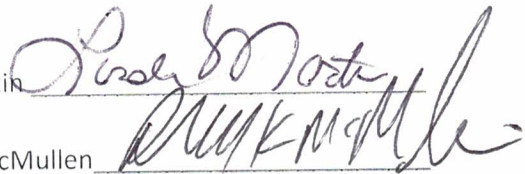
Chairman McMullen stated that the Bulk Water request was approved by the PRC. Audience member Noreen Gonzalez asked that it be posted on the website and bulletin boards.

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

Minutes approved August 4, 2020.

Secretary Linda Martin

Chairman Richard McMullen

The image shows two handwritten signatures in blue ink. The top signature is for Linda Martin, and the bottom signature is for Richard McMullen. Both signatures are written over horizontal lines that serve as baselines for the text.