

MINUTES OF THE JULY 21, 2018 REGULAR MEETING
OF THE TWSD BOARD OF DIRECTORS

Attending the meeting were Vice Chairman Richard McMullen, Treasurer Edward "Mike" Bovey, Directors Lester "Brent" Henderson and Michael Gonzalez. Chairman Joseph Mainello attended via conference call. There being a quorum present, the meeting was called to order by Vice Chairman McMullen at approximately 10:00 AM.

Saluting of the flags was accomplished.

Approval of Agenda: Director Bovey moved to approve the agenda as written. Director Henderson seconded. There being no discussion, the vote was called. Vice Chairman McMullen, Chairman Joseph Mainello, Directors Bovey, Henderson and Gonzalez voted aye. The motion passed.

Old Business.

General Manager's Report. The General Manager, Ronald Wyatt, gave his report.

The GM gave the Action Items status report: The camera equipment installation is in progress. The bar area lights are in progress. The repair of the leak in the pro shop locker room is in progress.

The GM stated that a Leak Log is in place already, this information is in the Work Order log in the TWSD office.

The GM stated that he has had a request for more catfish stocked in the fishing pond, and he will find out if that is an option.

The GM stated that the Emergency Response Plan is complete, and the Operations and Maintenance Plan is in process and almost done. It will be available at the TWSD offices.

The GM stated that the Swimming Pool is open, but a wee bit chilly. There was some discussion regarding concern about swimming when the weather is bad.

The GM stated that the black pipeline for gravity flow from the springs to TVFD is 99% complete.

The GM stated that the Springs Project by Engineers Inc. will be 2 weeks before they get started.

Comments from the BOD and audience members included a question from Director Gonzalez regarding funds requested by Ed Livingston, and that he would like more detailed information. Audience member Arden Schug asked if the golf course was open. It was confirmed that the golf course is open. Audience member Noreen Gonzalez spoke on her inquiry into a recycling program for Timberon, and her findings were that it was not in the county budget at this time. Audience member Kris Sherman inquired about an estimate for vehicle repair, the GM responded that he did not have that information at this time.

Treasurer's Report. Director Bovey gave the Treasurer's Report, reading the bank balances as of June 30, 2018: Checking Account \$63,973.83; Water Standby Savings Account \$93,175.42; Water Restricted Reserve Account \$34,909.93; Facilities and Services Savings Account \$15,260.51; USDA Debt Service

Savings Account \$4,295.60; USDA Short Term Assesd Repl Savings Account \$66,105.21; USDA Construction Loan Account \$847.92; First National Construction \$50.00. Director Bovey responded to audience questions regarding where the Facilities & Services monies were being spent.

Committee Reports.

Budget Committee. Director Bovey spoke on the Budget Committee, and fielded audience questions about how money was being spent.

Water Rules Committee. Nothing to report.

Safety Committee. John Weaver gave a report on the recent safety meeting and stated that he had given a Gun Safety talk at the last meeting. Director Gonzalez expressed concern about the inoperable fire alarm system at the Timberon Lodge and suggested that the repairs be expedited. There was some discussion from the audience as to whether the disabled fire alarm system would affect our insurance rates.

Action Item List. Vice Chairman McMullen reported that he continues to work on establishing the correct procedure to add items to the list, and on the structure of the list. Director Gonzalez made a **motion** to go forward on the Action Item List. Director Bovey **seconded**. There was extensive discussion on the implementation of the Action Item List. Director McMullen wondered who was going to maintain the Action Item List, Director Gonzalez suggested that it should be the Recording Secretary to keep the Action Item Log and add it as a Standing Agenda Item. A suggestion was made that the Action Item List be sent to the Manager to have the office staff keep it updated. Questions from the audience included 'how to define an action item', 'what tasks are included', and if it is a BOD oriented task log only. GM Wyatt asked who would get the list to distribute, it was concluded that it would go from BOD to GM to Office Staff. Director Gonzalez clarified that they would add items at BOD meetings and that the BOD would manage the list. Audience member Bea Huml opined that the BOD should stay on top of the list. Vice Chairman McMullen assured the BOD and the audience that he wants to be sure and comply with the Open Meetings Act when adding items to the Action Item List. Director Gonzalez touched on Regulatory Compliance and GM Wyatt clarified that all five BOD members need to agree when adding items to the Action Item List. All audience questions having been addressed, Vice Chairman McMullen, Chairman Joseph Mainello, Directors Bovey, Henderson and Gonzalez voted aye. The motion to go forward passed. The question was raised if they were to adopt the Action Item List, Chairman Mainello stated that they were not ready to adopt it as is, it needed more clarification and should be deferred to the next meeting for approval **Agenda Item for the next meeting: Action Item List Committee.**

New Business.

Approval of the July 17, 2018 Work Session Minutes. Director Bovey moved to approve the minutes as written and dispense with the reading. Director Henderson seconded. Vice Chairman McMullen, Chairman Mainello, Directors Bovey, Henderson and Gonzalez voted aye. The motion passed.

Authorize GM to have Livingston Engineers complete paperwork for filtration system. **Agenda Item:** Tabled for approval until next meeting.

Authorize GM to have water tank truck transmission replaced: It was suggested that we table the approval until next meeting unless the GM could come in at a cost under \$5,000.00. The GM stated that he could replace it at \$4,900.00. Director Bovey made the **motion** to buy the replacement transmission, Chairman Mainello **seconded**. After some discussion from the audience and questions about the condition and age of the truck, Chairman McMullen called for a vote. All votes were 'aye' and **the motion passed**.

Authorize GM to purchase a transfer pump for Tank #2. Director Bovey made a **motion** to purchase 2 transfer pumps for tank #2. Chairman Mainello **seconded**. There was some discussion before Vice Chairman McMullen called for a vote. All votes were 'aye' and the **motion passed**.

Discuss Engineer proposals/approve Engineer for Master Plan. Director Henderson and Terri Weaver gave a presentation from the RFP Committee for the Water Systems Master Plan. Copies of the presentation are available at the TWSD office. Director Bovey made a **motion** to submit the evaluations to the BOD Secretary. Director Henderson **seconded**. All votes were 'aye' and **the motion passed**. The evaluation sheets were submitted to the BOD Secretary.

There was a 15-minute intermission at 11:45 AM. Meeting resumed at 12:00 PM

Approve letter authorizing Joseph Mainello and Brent Henderson to represent BOD at the union negotiations. **Motion** to approve the letter was made by Director Bovey and **seconded** by Director Gonzalez. All votes were 'aye' and the **motion passed**. BOD members signed the authorization letter and gave it to the Secretary.

Approve FY 2019 annual budget for DFA. **Motion** was made by Director Bovey and **seconded** by Chairman Mainello. All votes were 'aye' and the **motion passed**.

Agenda Item: Put ICIP Wish List on agenda for next meeting.

Approve financial report for 4th quarter FY 2018 for DFA. **Motion** was made by Director Bovey and **seconded** by Director Gonzalez. All votes were 'aye' and the **motion passed**.

Approve financial report for FY 2018 for USDA. **Motion** was made by Director Bovey and **seconded** by Director Henderson. All votes were 'aye' and the **motion passed**.

Approve Resolution 2019-001, Operating Budget for DFA. **Motion** was made by Director Bovey and **seconded** by Director Gonzalez. All votes were 'aye' and the **motion passed**.

Approve Resolution 2019-002, June 30, 2018 (fourth quarter) Financial Report for DFA. **Motion** was made by Director Bovey and **seconded** by Director Henderson. All votes were 'aye' and the **motion passed**.

Approve budget for FY 2019 for USDA. **Motion** was made by Director Bovey and **seconded** by Chairman Mainello. All votes were 'aye' and the **motion passed**.

Discuss regulatory compliance. A presentation was given by Director Gonzalez regarding violations of the CCR, the Sanitary Survey, and clarification of how a violation is defined and applied. TWSD employees Joe Bob Shields and Jesse Duckett spoke on procedure and clean water compliance. Copies of the presentation are available at the TWSD office.

Discuss road maintenance. Audience member Sherman inquired about the road material stored near the golf course, the rock piles, and the caliche behind the maintenance barn. He also asked why there was a zero for the road maintenance budget. Director Bovey explained that was because he was reading it wrong and went on to read the road maintenance budget amounts for the benefit of the audience. **Agenda Item for next meeting:** Dealing with Road Maintenance.

First reading of the By-Laws changes. Acting Secretary Nanette Thorell read the changes to the By-Laws. **Agenda Item for next meeting:** Second reading of the By-Laws.

Directors' Remarks.

Chairman Mainello congratulated Vice Chairman McMullen on conducting a fine meeting and thanked the community for showing up. He asked for a general head count and it was noted that there were between 20-30 audience members in attendance.

Director Gonzalez thanked the audience for sitting through the presentations and commented that God is good.

Director Henderson thanked the community for their input, noted that there was good feedback from the community and thanked Vice Chairman McMullen for a good meeting.

Director Bovey said "Ditto" (laughter from the audience), thanked Directors Gonzalez and Henderson for their presentations, and thanked the community for their attendance.

Vice Chairman McMullen also thanked the Directors for their presentations, and the audience for sticking through the long meeting, and special thanks to whoever supplied the food and drinks.

Director Bovey moved to adjourn the meeting and Director Gonzalez seconded. Vice Chairman McMullen, Chairman Mainello, Directors Bovey, Henderson, and Gonzalez voted aye, and the meeting was adjourned. at 1:20 PM

Minutes Approved August 14, 2018:

Secretary Linda Martin_____

Chairman Joseph Mainello_____