

**REGULAR MEETING MINUTES**  
**Board of Directors of Timberon Water and Sanitation District**  
**Tuesday, August 13, 2024, at 4:00 pm**  
**Timberon Community Center, "Lodge"**  
**1 Bobwhite Circle, Timberon, NM 88350**

The meeting was called to order at 4:00 PM by Vice-Chair Mark Harding.

**Pledge of Allegiance**

**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**

Directors present were Vice Chair Mark Harding, Treasurer Edward Hardesty, Director Terri Borzoni and Director Allen Burmeister. General Manager Renee Hamilton and Secretary Nanette Thorell were also present.

**APPROVAL OF AGENDA**

Director Borzoni moved to amend the agenda, moving item #8 to item #1. Vice Chair Harding seconded the motion. A vote was called. Director Borzoni voted yes, Vice Chair Harding voted yes, Treasurer Hardesty voted no, Director Burmeister abstained. The motion to approve the agenda with the amendment passed.

**MANAGER'S REPORT**

GM Renee Hamilton gave her report: Of the 5,502,777 gallons produced in July 2,918,114 gallons were sold, 2,584,663 gallons were lost for a 47% water loss rate. This brings our yearly water loss average down from a previous 71% loss to a current 69% loss. The CCR (Water Quality Report) has been issued. GM Hamilton will be attending a grant writing class. The office is working with NM Environmental about a breach in our security involving the office computers which could affect the SCADA system.

**TREASURER'S REPORT**

Treasurer Hardesty gave his report. The bank balances are: \$8,712.98 in the Standby account. \$15,739.42 in the F&S account. \$86,048.30 in the Emergency fund. \$29,500.73 in the General Operations account. In the three USDA accounts \$166,949.30 and \$7,924.80 and \$793.68. Deposits for the pool totaled \$1,605.00 since the last meeting. After previously being unable to access QuickBooks, they were able to get in, and removed several obsolete users. The only people able to access QB now are Ed Hardesty and Ruby at Granite Mountain Accounting. \$25,000.00 was transferred from F&S to General Operations. There was a \$7,000.00 bill from the insurance company requiring immediate payment through a bank transfer. That was accomplished. Additional monies were needed to pay our Level 4 operator Ray Ramos and various other invoices due. That money will be returned to the F&S account as soon as it is available.

## **NEW BUSINESS**

### **1. Discuss the Validity of the 4-9-2024 Vote to Appoint Alan Burmeister to the TWSD Board of Directors.**

After discussion, the consensus was that the appointment of Allen Burmeister was valid as the previous votes resulted in a majority of 2 to 1.

### **2. Discuss/Approve Regular Meeting Minutes of July 23, 2024.**

Director Burmeister made a motion to approve the regular meeting minutes of July 23, 2024. Director Borzoni seconded the motion. A vote was called. Director Burmeister voted yes, Director Borzoni voted yes, Treasurer Hardesty voted yes. The motion passed unanimously.

### **3. Discuss/Approve the transfer of F&S funds to the General Operating account.**

A request was made to transfer \$7,340.93 for purchases, and \$6,630.00 for wages from the F&S to General Operations. Treasurer Hardesty made a motion to approve the transfer of \$14,000.00 from F&S to General Op. Director Burmeister seconded. A vote was called. Director Burmeister voted yes, Director Borzoni abstained, Treasurer Hardesty voted yes, Vice Chair Harding voted yes. The motion passed by majority.

### **4. Discuss/Approve Payment Plan for Unpaid Invoices to NewGen Strategies and to the Rodey Law Firm.**

After discussion it was decided that board approval was not necessary for this agenda item because retainer agreements were already approved and in place.

### **5. Review applicants for the Administrative Assistant job opening.**

Two applicant resumes were reviewed.

### **6. Discuss/Approve/Disapprove Payment to Beasley Mitchell CPA for the Fiscal Year 2023/2024 Annual Audit.**

After some discussion it was decided that this issue - as an agenda item - was not necessary. The Treasurer will meet with the General Manager to discuss moving forward.

### **7. Discuss/Approve/Disapprove the Temporary Hiring of a Qualified CPA Firm to Correct Errors and Update TWSD QuickBooks Accounting.**

Treasurer Hardesty spoke on the advantages of hiring Granite Mountain Accounting as a permanent accountant for the TWSD. This agenda was tabled, and no decision was made.

### **8. Discuss/ Approve/Disapprove hiring an investigative accountant to look into the books.**

After some discussion it was agreed that this agenda item would be covered in the regular annual audit. No decision was made.

**OLD BUSINESS**

**1. Discuss/Approve options for moving forward with the petition to 12<sup>th</sup> District Court to appoint vacant director positions of the TWSD Board of Directors.**

Update: An attorney is already in the process of petitioning the court to appoint a new director.

**2. Discuss/Approve/Disapprove extending the DTI-High Country Lounge lease (original 90-day extension was approved at the May 28<sup>th</sup> meeting).**

High Country Lounge manager Neenah requested a one-year extension instead of the previous three month extension. Director Borzoni moved to approve the DTI-High Country Lounge lease for one year. Treasurer Hardesty seconded the motion. A vote was taken. Director Borzoni voted yes, Treasurer Hardesty voted yes, Director Burmeister voted yes. The motion to extend the DTI-High Country Lounge lease passed unanimously.

**PUBLIC QUESTION AND ANSWER SESSION**

There were no questions from the public.

**DIRECTORS REMARKS**

Director Borzoni thanked everyone for coming.

**MOTION TO ADJOURN**

Treasurer Hardesty made a motion to adjourn the meeting. Director Burmeister seconded the motion. A vote was taken. Director Borzoni voted yes, Treasurer Hardesty voted yes, Director Burmeister voted yes. The motion to extend the DTI-High Country Lounge lease passed unanimously. The meeting adjourned at 6:25 PM

Approved August 27, 2024

Chair / Vice Chair Mark Harding

Mark Harding

Secretary Nanette Thorell

Nanette Thorell

