

**REGULAR MEETING MINUTES**  
**Board of Directors of Timberon Water and Sanitation District**  
**Tuesday, September 12, 2023, at 4:00 P.M.**  
**Timberon Community Center, "Lodge"**  
**1 Bobwhite Circle, Timberon, NM 88350**

**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**

Chairman David Crucey, Vice Chair Mark Harding, Treasurer Terri Borzoni, Director Paul Hagemann and Director Jess Radle were all present.

**APPROVAL OF AGENDA**

Treasurer Borzoni made a motion to approve the agenda. Director Hagemann seconded. A vote was called, all voted yes, none opposed. The motion carried.

**MANAGER'S REPORT**

Vice Chair and acting General Manager Harding gave his report: Water produced last month was 5,054,978 gallons, we sold 2,016,716 gallons, for a loss of 3,038,262 gallons. That is a 60.2% water loss for last month, and a 12-month average of 74.87%.

Since last meeting the crew has completed 2 new meter installs, and we have none pending. Road crew completed 5 customer request road repair work orders (this does not include the repair of Sacramento Rd. which is considered a Water System repair and comes out of water funds).

Outage report: Last Saturday a thunder and lightning storm caused the VFD to shut the well off but did not set off the SCADA alarm, so the operators were unaware that the well had stopped running 24 hours before they caught it. This drained 16 feet of water out of Tank 2. We had to fill Tank 2 back up before we could turn the booster pump on to fill Tank 3. Compounding the problem, there was an underground leak on Dixwood/Maywood 6-inch line which is in a blind spot (no SCADA) and it did not break the surface until this morning – Travis noticed it when he went to check Tank 2. TWSD brought in bottled water and non-potable water to be available for the community. And finally, there was a status meeting with Bohannon Huston and General Hydronics this morning and GH is scheduled to have that project substantially completed by the week of Oct 23.

## TREASURER'S REPORT

Treasurer Borzoni gave her report: Or main focus right now is on the upcoming audit. We sent 15 RFP's out, so an agenda item for the next meeting can be to approve the audit and chose a firm. Things seem to be going exceptionally well F&S and Standby money is coming in.

I do have an issue I want to bring up – our water truck does not hold water. I would like to see something done about the general maintenance on our equipment. Director Radle volunteered to take that project on and develop a maintenance log, take inventory and report back to the Board.

### OLD BUSINESS:

#### 1. Discuss / Approve Regular Meeting Minutes from June 13, 2023

There was no discussion. Director Hagemann made a motion to approve the June 13 minutes. Director Radle seconded. A vote was called, all voted yes, none opposed. The motion carried.

#### 2. Discuss / Approve Special Meeting Minutes from July 30, 2023

There was no discussion. Director Radle made a motion to approve the July 30 minutes. Director Hagemann seconded. A vote was called, all voted yes, none opposed. The motion carried.

#### 3. Discuss / Approve Regular Meeting Minutes from August 8, 2023

There was no discussion. Vice Chair Harding made a motion to approve the Aug 8 minutes. Director Radle seconded. A vote was called, all voted yes, none opposed. The motion carried.

#### 4. Discuss / Approve Regular Meeting Minutes from August 22, 2023

There was no discussion. Director Radle made a motion to approve the August 22 minutes. Director Hagemann seconded. A vote was called, all voted yes, none opposed. The motion carried.

### NEW BUSINESS

#### 1. Second Reading of Amendment of TWSD Bylaws Article 3 (3.03) shall read as follows:

*"No person shall become a candidate in a regular local election unless the person physically resides within the boundaries of the district, or districted area in which the person desires to be elected or to represent, and the person's record of voter registration shows that the person is both a qualified elector of the state and was registered to vote in the area to be*

*elected to represent on the date the proclamation calling a local election is filed in the office of the Secretary of State.”*

Chairman Cruey read the amendment to the Bylaws aloud.

**2. Approve / Disapprove Resolution 2023/2024-005 PROPERTY TAX ASSESSMENT**

Chairman Cruey read Resolution 2023/2024-005 aloud. Director Hagemann made a motion to approve the resolution. Director Radle seconded. A vote was called, all voted yes, none opposed. The motion carried.

**3. Approve / Disapprove Resolution 2023/2024-007 FACILITIES & SERVICES FEES**

Chairman Cruey read Resolution 2023/2024-007 aloud. There was some discussion on Facilities & Services fees billing vs actual receipts, and the non-operational sewer plant located on Pounds Rd. Director Hagemann volunteered to investigate, and it was decided to continue the discussion at the next Board meeting.

Moving on, Director Hagemann made a motion to approve the resolution. Director Radle seconded. A vote was called, all voted yes, none opposed. The motion carried.

**4. Approve / Disapprove Resolution 2023/2024-006 Grant Application for New Mexico 2023 Regional Recreation Center and Quality Of Life Grant.**

Chairman Cruey read Resolution 2023/2024-006 aloud. TWSD Admin. Assistant Brad Howard gave a short review describing the grant, what it would include, and the benefits to the Timberon community. Director Radle made a motion to approve the resolution. Director Hagemann seconded. A vote was called, all voted yes, none opposed. The motion carried.

**5. Discuss / Approve / Reject 22 Standby liens in the amount of \$13,429.48, and 4 Metered Water liens in the amount of \$3,972.94**

There was no discussion. Director Hagemann made a motion to approve the resolution. Director Radle seconded. A vote was called, all voted yes, none opposed. The motion carried.

**6. Discuss: Past residents who filed for a meter prior to the increase in meter fees, and whether the price increase should apply to residents who can prove service was ordered prior to the increase (effective June 1, 2023). Meter parts were on backorder at that time.**

There was some discussion. It was agreed that TWSD should honor the previous price with proof of a meter installation request that was denied due to backordered parts.

**7. Public Question and Answer Session: Have a question and want an answer? Ask the Board.**

An audience member brought up the issue of the Sacramento road detour signs and requested that better signs and better detour routes should be provided. It was noted that the asphalt was delivered with no prior notice, and workers were pulled out of other jobs to direct traffic while the repairs to Sacramento were being done. The asphalt was hot-mix and had to be used right away, so there was little time to prepare.

There was some discussion about how to use cold-patch.

Fire Chief Tony McWilliams gave an update on the Source Water Protection Plan and noted that there would be no cost involved. There was some discussion on the environmental impact of fire retardants. Chief McWilliams assured that the retardant used these days is biodegradable.

### DIRECTORS REMARKS

Chairman Cruey gave props to the current board for a job well done and observed that the board members are working together on a volunteer basis with no compensation so it's pretty phenomenal that we have a cohesive board that wants to get things done - not out of money motivation, but out of community motivation.

Director Hagemann made a motion to adjourn. Director Radle seconded. A vote was called, all voted yes, none opposed. The motion carried.

The meeting adjourned at 5:15 pm.

Approved 9-26-2023

Vice  
Chairman [Signature]

Secretary [Signature]

(SEAL)

