

**MINUTES - REGULAR MEETING**  
**Board of Directors of the Timberon Water & Sanitation District**  
**July 11, 2023, 4:00 PM**  
**Location: Timberon Community Center Lodge**  
**1 Bobwhite Cir., Timberon NM 88350**

The meeting was called to order at 4:00 PM

**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**

Vice Chair Mark Harding, Treasurer Terri Borzoni, and Director Paul Hagemann were all present. Chair Theresa Ratley and Director Sharon Vails did not attend.

**APPROVAL OF AGENDA**

Treasurer Borzoni made a motion to accept the agenda. Seconded by Director Hagemann. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

**NEW BUSINESS**

**1. Accept the resignation of Board Director Ratley.**

There was no discussion.

Director Hagemann made a motion to accept the resignation of Board Director Ratley. Seconded by Treasurer Borzoni. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

**2. Accept the resignation of Board Director Vails.**

There was no discussion.

Director Hagemann made a motion to accept the resignation of Board Director Vails. Seconded by Treasurer Borzoni. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

**3. Discuss Board Openings for Seat 3 and Seat 5. Both seats will be up for election on November 7, 2023. The deadline for submitting resumes is July 21, 2023.**

There was some discussion.

**4. Discuss the open Board Chair position.**

Directors were in agreement that the appointment should wait until the next meeting when they have a full Board again.

Director Hagemann made a motion to table the appointment of the Board Chair until the next meeting. Treasurer Borzoni seconded. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

**5. Discuss / Approve the appointment of Nan Thorell as TWSD Board Secretary.**

Treasurer Borzoni made a motion to appoint Nan Thorell as TWSD Board Secretary. Director Hagemann seconded. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

**6. Discuss TWSD liability insurance coverage and other coverages. The total cost of all coverages is \$29,798.00.** Vice Chair Harding added that this insurance includes liability, casualty, property, and auto. On July 5<sup>th</sup> a payment of \$7,449.50 was made. There will be a finance agreement for a payment schedule with the insurance company for a total of \$29,798.00. The old insurance has been canceled, and we will get a rebate which we will apply to the new insurance.

**7. Discuss advertising job openings for General Manager and Administrative Assistant.**

There was some discussion about salary, job description, and grant administration. It was noted that the hiring of a General Manager and an Admin Assistant was already approved by a previous board.

**8. Discuss pre-paying the USDA loan balance of approximately \$234,000.00 with the Restricted Reserve account balance and other District funds.**

The agenda item was requested by Arden Schug and the floor was turned over to him for information about the loan and options for re-payment. Arden reviewed the principal and interest amounts. Vice Chair Harding noted that we have two restricted reserve accounts and the one that we are discussing is an account the USDA requires that the district fund in order to repay that loan - it is not the Water Emergency Fund.

**9. Discuss/Approve/Decline 40 Standby liens in the amount of \$30,881.44.**

A motion was made by Treasurer Borzoni to approve 40 Standby liens in the amount of \$30,881.44. Director Hagemann seconded. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

**10. Discuss/Approve Resolution 2022/2023-013: *Whereas the Board of Directors of Timberon WSD of Otero County of the State of New Mexico shall enter into a Grant Agreement with the State of New Mexico Environment Department. The agreement is identified as project number SAP-23-H4160-GFR.***

Vice Chair Harding noted that this is not a new grant, it is just a reauthorization of one of our current grants that expired at the end of June. That grant is currently being used to fund the line from well #2 to the treatment plant. Director Hagemann made a motion to approve Resolution 2022/2023-013: Whereas the Board of Directors of Timberon WSD of Otero County of the State of New Mexico shall enter into a Grant Agreement with the State of New Mexico Environment Department. The agreement is identified as project number SAP-23-H4160-GFR. Treasurer Borzoni seconded. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

**11. Discuss/Approve Resolution 2022/2023-014: *Whereas the Board of Directors of Timberon WSD of Otero County of the State of New Mexico shall enter into a Grant Agreement with the State of New Mexico Environment Department. The agreement is identified as project number SAP-23-H4161-GFR.***

Vice Chair Harding noted that this is a different grant for the

same project. Treasurer Borzoni made a motion to approve Resolution 2022/2023-014: Whereas the Board of Directors of Timberon WSD of Otero County of the State of New Mexico shall enter into a Grant Agreement with the State of New Mexico Environment Department. The agreement is identified as project number SAP-23-H4161-GFR. Director Hagemann seconded. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

The two resolutions were signed and sealed by Vice Chair Harding and Secretary Thorell.

**12. Discuss/Approve appointing General Manager and Administrative Assistant TWSD Records Custodian.** For efficiency's sake, and especially with regards to IPRA's it would be beneficial to have the Records Custodian on-site at the TWSD offices where the records are kept. Treasurer Borzoni made a motion to approve the appointment of the General Manager and Administrative Assistant to be the TWSD Records Custodians. Director Hagemann seconded. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

**13. Approve Special Meeting Minutes of June 18, 2023.**

Treasurer Borzoni moved to approve the Special Meeting Minutes of June 18, 2023. Director Hagemann seconded. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

**14. Approve Regular Meeting Minutes of June 27, 2023.**

Treasurer Borzoni moved to approve the Regular Meeting Minutes of June 27, 2023. Director Hagemann seconded. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

The two approved meeting minutes were signed and sealed by Vice Chair Harding and Secretary Thorell.

**DIRECTORS REMARKS:**

Treasurer Borzoni thanked everyone for attending.

Director Hagemann reminded the audience that we need to fill two BOD member seats, and to get your resumes in by the 21<sup>st</sup>.

Director Harding gave his General Managers report: The water loss for last month was 61.3% which is consistent with the summer months when the water loss usually goes down. The guys repaired seven water leaks in the past two weeks. We have an ongoing battle with the water line going down Timber Dr. Six of those seven leaks were on Timber. They will repair a leak and another one appears further on down the road. The plan is to replace 1200 feet of water line in 2 sections so it's under 1000 feet per requirements of the Environment Dept. They will replace the 3-inch line with new 4-inch HDPE line. Replacement will start toward the end of this week, they will lay it out and start welding, waiting for the fittings to come in. Two of our water operators went down to Alamogordo and got certified for welding the HDPE. Something for the BOD and the budget committee to start thinking about – our crew is down to 3 running vehicles. We need

to consider purchasing another vehicle. The last thing I have is that unfortunately the pump motor for the pool has a bearing going out on it, a replacement motor is on order, so the pool will be down for another 2 weekends until we get the new motor in there.

Audience member Karen R complimented the BOD on a pleasant and productive meeting.

Vice Chair Harding mentioned the article that came out on Searchlight NM resulted in Senator Heinrichs's office contacting us the next day wanting to discuss getting us some more federal funding, and an email today from TV station KOAT wanting to do a follow-up story.

Audience member Richard M. complimented the board on doing a fine job and thanked all the board members and including the audience members for their participation.

Director Hagemann made a motion to adjourn. Treasurer Borzoni seconded. Vice Chair Harding called for a vote. Treasurer Borzoni voted yes. Director Hagemann voted yes. The motion passed.

The meeting adjourned at 5:01 PM

Minutes approved:

Vice Chairman, Mark Harding



Secretary, Nanette Thorell

