

MINUTES OF THE SEPTEMBER 18, 2021  
REGULAR MEEING OF THE TWSD BOARD OF DIRECTORS

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

Saluting of the flags was accomplished.

Approval of the Agenda. Director Martin moved to approve the agenda as written, and Director Devine seconded. Vice Chairman Mahoney, Directors McMullen, Clark, Martin, and Devine voted aye, and the motion passed.

General Manager's Report. The General Manager gave his report.

1. In August we sold about 1 million gallons of water, pumped 4 million gallons into the system (well and filters) – so 3 million gallons of water disappeared (lost). The month before (July) we sold 1 ½ million gallons of water, pumped 3 ½ million, 2 million gallons disappeared. These figures are rounded, but the trend has been the more water we sell, the less water we lose. This is a strange situation, and we will investigate it further. Regardless, the water system is losing over 2 million gallons every month, or over 50 gallons every minute. We are constantly working to resolve this problem – please report any leaks you see to the office. We continue to collect about 8 million gallons a month from Carissa Springs, there has been little change from the start of the year.
2. We are getting close to the time a price increase will take effect. The base fee on metered water will go up \$1.00, from \$49.98 to \$50.98. We will only be offering ¾" water meters and discontinuing the installation of 1" meters. The charge for the installation of a ¾" meter will be increased from \$675.00 to \$1,011.85 to cover the current cost of parts. Other increases will be disconnection charges from \$45.00 to \$50.00, reconnection charges from \$45.00 to \$50.00, returned check charges from \$25.00 to \$30.00, and the lien filing fee from \$25.00 to \$37.35.
3. Currently our system has almost 800 meters. There are over 25 meters paid for and waiting to be installed. We are trying to keep up with the demand for meters but have fallen behind. Installations are done on a first come first served basis. If you order a meter today, it may be 2 months before we can get to you.
4. The billings for Standby fees went out earlier this year and the office is now working with collections on past due accounts...all forms and procedures have been updated using the County's practices as a model.
5. The Water Advisory Committee had a design review meeting with Matt Thompson (BHI). The meeting went well beyond the intended review of our currently active project with BHI. Many issues and ideas were discussed and there were some concerns raised that I will be asking the BOD for guidance on later in the meeting.
6. The Swimming Pool is now closed for the year. Our pool manager, Johnny, will be leaving and we have started looking for a replacement for next year.
7. The Golf Course started to look better this year due to the efforts of our grounds crew, volunteers, and a lot of rain. We look forward to working with the new Golf Course Association and continuing with the Golf Course improvements. The Golf Course will close in late October.

8. If you have any ideas/suggestions about the pool or golf course, we are still trying to form a Recreation Committee and need members.
9. It may not show, but we are working on the roads. Our crew is really small considering the area to cover, projects to be completed, and emergencies that pop up. There are times when the "road crew" must be pulled in to help with water problems, but we will eventually get to your road. Call the office and put in a work order if your road has an especially bad or dangerous problem.
10. It appears we may not be getting the new road grader. After multiple failed efforts by the office to get an answer from DFA on when we would get the paperwork needed to order it, we turned to Hubert Quintana for help. Using his sources, he was able to find out that, although the grant was awarded to us, the bonds were never sold to fund it. Hubert said this was due to the extremely late audit and that the grant is lost for this year. The State has not sent us any paperwork or given any information that would shed additional light of this situation. Once we find out more, potential resources and remedies will be presented to the BOD, hopefully by the next meeting.
11. We are attempting to get all the procedures, policies, handbooks, etc in order so the office can continue to function in this "Brave New World" of government requirements and oversight. There are sure to be some hiccups, but we will continue to perfect a workable plan.

Audience member Noreen Gonzalez asked if we received the dump truck from Otero County. The GM replied, yes, but it broke. She asked about their old grader they were going to give to us when they got a new one. The GM replied that the deal fell through, and they didn't get a new one. Audience member Arden Schug stated that county leases theirs and it's a good deal. The GM stated that it is very expensive to lease any equipment that has to be shipped to Timberon.

**Treasurer Report.** Director Clark read the bank balances.

F&S, \$198,892.17; Short Lived, \$154,767.17; Standby, \$60,960.20; Operations, \$44,857.41; Water Asset Management Restricted Reserves, \$75,895.21 (Transferred \$310.22 from Past due Standby); Reserve, \$7,502.80; USDA Loan, \$853.34.

Audience member Noreen Gonzalez asked if Director Clark had looked into insurance and Director Clark replied that she hasn't yet.

#### **Committee Reports.**

A Recreation Committee is currently being formed.

Budget committee. Director Clark stated she was working on setting up a meeting.

#### **Old Business.**

Discuss/Approve increasing current 30% Past Due monthly Standby transfers from 1% up to 10% to Water Asset Management Restricted Reserves. Director Martin explained that this was just a place marker until the Budget Committee can make a recommendation.

#### **New Business.**

Approve Minutes of the September 7, 2021, Regular Meeting. Director Martin moved to approve the minutes as written and dispense with the reading. Director Devine seconded. Vice Chairman Mahoney, Directors McMullen, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve Office Collection Procedures and Forms for Past Due Accounts. The GM explained the forms Director Martin moved to approve the procedures and forms. Director Devine seconded. Vice Chairman Mahoney, Directors McMullen, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve updating and revising the By-laws, Office Policy & Procedures, and the Employee Handbook. There was some discussion. Director Martin moved to table this item until the second meeting in October and Director Clark seconded. Vice Chairman Mahoney, Directors McMullen, Clark, Martin, and Devine voted aye, and the motion passed.

Discuss/Approve recommendations of Water Advisory Committee and how to proceed with 2 grants. The GM explained and there was some discussion. Audience member Arden Schug stated that the reservoirs were not needed, and the money would be better spent on the GC line. The reservoirs have already been approved. Audience member Noreen Gonzalez stated that it would be an eyesore and would interfere with her driveway. Audience member Terry Borzoni stated that TWSD should put a marker at the Springs so community members could see where the reservoirs would be. There were also objections because the reservoirs could damage the Springs. Director Martin moved to table this item and Director Devine seconded. Vice Chairman Mahoney, Directors McMullen, Clark, Martin, and Devine voted aye, and the motion passed.

Set Agenda for October 5, 2021. Director Martin read the items.

#### **Directors Remarks.**

Director Devine thanked all for coming.

Director Kelly thanked all.

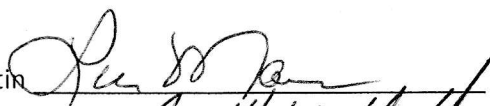
Director Martin thanked the audience for their participation.

There was more discussion concerning the objections to the reservoirs.

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

Minutes approved October 5, 2021.

Secretary Linda Martin



Chairman Richard McMullen

