

MINUTES OF THE NOVEMBER 23, 2019  
REGULAR MEETING OF THE TWSD BOARD OF DIRECTORS

Attending the meeting were Chairman Richard McMullen, Treasurer Michael Gonzalez, and Director Kathleen (Tash) Robb. Clarence (Clark) Clement and Director Joseph Mainello were absent.

Saluting of the flags was accomplished.

Director Robb moved to approve the agenda and Director Gonzalez seconded. Chairman McMullen, Directors Gonzalez and Robb voted aye and the motion passed.

General Manager's Report/Remarks. Director Gonzalez thanked the newcomers for coming. He stated there has been a lot of activity; trying to get things straight. Three board members are rotating in the General Manager's position. We are keeping a log of activities. Here are some highlights.

1. On November 14<sup>th</sup> there was a site visit by engineers to the golf course well, dedicated line to tank 2. We are using existing piping to tank 2. The booster pump we have will work. We need manual switches for the generator; approximately \$5,200.00. Audience member Arden Schug stated that we need to check valves. There was some discussion.
2. We are lowering level on tank 2 to look at bolt connections for repair. We can repair with threaded plugs by Tuesday and then can refill tank 2.
3. Road Grader has not been running since June. There was a problem with the computer; the ECM was changed out and the grader started, but there are still problems. Alternator, tires, and throttle cable needs repair/replacing.
4. We are now using locked bank bags; bags cannot be opened in transit.
5. There is a safety meeting on the 27<sup>th</sup> at 8:00 am. There was some discussion concerning Preventative Maintenance o equipment.
6. The bulk water dispenser in the rear of the Lodge was not freeze proof. Now it is insulated, and heat stripped. The outside of the Lodge has been cleaned up (landscaped). Audience member Arden Schug asked about water meter insulation. It will be investigated.
7. We are going through accounting review of leave/vacation and sick leave. The union has been notified.
8. Starting next week, work requests will go into an Excel spreadsheet for inventory control and GPS points.
9. The GMC vehicle had an engine installed and repairs are almost complete.
10. We dealt with general housekeeping on vehicles early this week.
11. We are working on freeze protection on buildings. We are working on heaters for Pounds building and water plant.
12. We have low output at Carissa Springs; 45 gpm. The engineers are looking into it. There was much discussion concerning transfer pump, well pump, and filtration system.
13. There was some discussion concerning a general contractor for general repairs to buildings. CID prefers a commercial contactor. We could break down specific jobs and get a commercial contractor for each job.
14. There were two leaks this week; one was at a PRV. We may need to purchase release valves.

Treasurer's Report. Treasurer Gonzalez read the bank balances as of September 30<sup>th</sup>: Checking \$46,311.00; Standby \$13,361.83; Restricted \$44,804.56; F&S \$156,092.85; Debt Reserve \$5,646.00; Short Term \$103,410.06; USDA Loan \$850.89. Funds are low on the water side.

#### Committee Reports.

Budget Committee. Meeting set for December 12<sup>th</sup> at 1:00 pm. The last meeting was November 7<sup>th</sup>. We discussed P&L and time clocks. Time clocks should be in operation next week. BARs were explained.

Inspection Committee. Director Robb stated heater discussion is later on the agenda.

#### Old Business.

Discuss/Approve Granite Mountain Accounting LLC recommendation on payroll recognition errors. Chairman McMullen stated that they will make a site visit at the beginning of December. Director Gonzalez stated that they went back to 2012 and there are two employees who have a discrepancy in vacation and sick time. There was some discussion. Director Gonzalez moved to approve recommendation from Granite Mountain via spreadsheets and authorize site visit to make corrections. Director Robb seconded. Chairman McMullen, Directors Gonzalez and Robb voted aye and the motion passed.

Discuss/Approve Dedicated waterline to tank 2 and components required for same. This item was covered in the GM report. Director Robb moved to approve \$15,000.00 to accomplish project. Director Gonzalez seconded. Chairman McMullen, Directors Gonzalez and Robb voted aye and the motion passed.

Discuss/Approve Carissa Springs project to dig test hole for water level assessment. Director Gonzalez moved to table this item until more information is received from the engineer. Director Robb seconded. Chairman McMullen, Directors Gonzalez and Robb voted aye and the motion passed. All members concur that a heater is needed. There was some discussion. Director Robb moved to approve \$4,706.59 for maintenance shop heater and Director Gonzalez seconded. Chairman McMullen, Directors Gonzalez and Robb voted aye and the motion passed. UPDATE: Previously approved Lodge heater should be installed next week.

Discuss/Approve meeting calendar for 2020 and approve Resolution 2019/2020-006. There are two proposals. One, have meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Saturday of each month except for November and December when they will be on the 1<sup>st</sup> and 2<sup>nd</sup> Saturday of those months. Two, have meetings on the 1<sup>st</sup> Tuesday and 2nd Saturday after the 1<sup>st</sup> Tuesday of every month. Chairman McMullen explained the reasoning. He will post and recommendations will be taken into consideration.

Continue discussion concerning F&S fees. Audience member Cheryl Wells stated she wrote a letter to the board and asked them to reassess the fees. She was told that this is currently in litigation. Director Gonzalez stated that we could be in trouble for not reviewing the fees each year. He suggested two solutions: one, create non-profit for recreation services, or two, reduce F&S charge.

New Business.

Discuss/Approve transfer of funds from Restricted Reserve to Standby account. Director Gonzalez explained that funds are low in the Standby account. Director Gonzalez moved to approve transfer of up to \$15,000.00 from Restricted Reserve to Standby only if funds are needed. Chairman McMullen, Directors Gonzalez and Robb voted aye and the motion passed.

Discuss/Approve Attorney's recommendations for Bulk water. Chairman McMullen explained that the attorney is looking into bulk water rules. The attorney needs \$500.00 retainer. We will be using this attorney for PRC related issues.

Directors Remarks.

Director Robb thanked the audience for being here.

Director Gonzalez appreciated everyone for coming out today. Hopefully we are being accountable to the citizens.

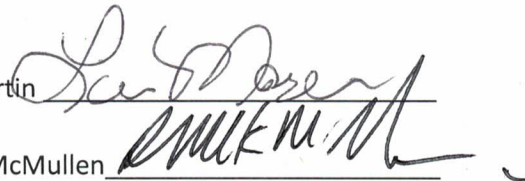
Chairman McMullen said "ditto". He stated that the drilling company only received half of payment. They are entitled to compensation for what they did correctly. Chairman McMullen will let it drop unless they want to pursue it in court.

Director Gonzalez moved to adjourn the meeting and Director Robb seconded. Chairman McMullen, Directors Gonzalez and Robb voted aye and the meeting was adjourned.

Minutes approved December 17, 2019.

Secretary Linda Martin

Chairman Richard McMullen

Handwritten signatures of Linda Martin and Richard McMullen. Linda Martin's signature is written over the line for her name, and Richard McMullen's signature is written over the line for his name.