

**MINUTES - REGULAR MEETING**  
**Board of Directors of Timberon Water and Sanitation District**  
**Tuesday August 12, 2025 at 4:00 pm**  
**Timberon Community Center, "Lodge"**  
**1 Bobwhite Circle, Timberon, NM 88350**

**CALL TO ORDER**

The meeting was called to order at 4:00 pm by Chairman David Cruey.

**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**

Board members present: Chairman David Cruey, Vice Chair Edward Hardesty, Treasurer Jesse "JJ" Duckett, Director Derenda Robb.

Board member Allen Burmeister was present via telephone.

A quorum was achieved.

Staff present: GM Wendy Case, Secretary Nanette Thorell

**APPROVAL OF AGENDA**

Vice Chair Hardesty moved to approve the agenda as written. Treasurer Duckett seconded the motion. A vote was called. All voted in favor, none opposed. The motion passed unanimously.

**MANAGER REPORT**

General Manager Case presented her report. The operators installed six new meters and repaired 24 line breaks. Water production totaled 4,818,263 gallons, with 1,737,863 gallons sold, resulting in an estimated water loss rate of approximately 63%. For the month of August to date, production stands at 1,847,228 gallons.

Work on the Brownwood line extension is scheduled to begin this month. GM Case expressed appreciation to Chris, JoeBob, and Robert for repairing a leak on Hoover over the weekend, and to Jerry and Robert for mowing the grass in front of the lodge. She also thanked Nan for helping with the Facilities & Services billing, which are being mailed out this month.

The final budget has been submitted to the DFA, with approval results expected by August 31. Next month, the community pool will close for the season, followed by an end-of-season report to review pool operations.

**TREASURER REPORT**

Treasurer Duckett read the bank balances:

F&S \$37,068.43

Operations \$56,209.81

USDA accounts: Construction loan pass-through \$844.84; Debt Service \$993.46; Short Term Asset Replacement \$167,262.67  
Water Asset Management Restricted Reserves \$10,145.36  
Water Standby \$23,582.73

### **BUDGET COMMITTEE REPORT**

Budget Committee Chair Richard McMullen reported that no committee meeting had been held in the past six weeks due to a conflict between the bylaws and the Treasurer's role. He suggested forming a Bylaws Committee to address issues that had previously been written into the bylaws to meet specific needs. Mr. McMullen also offered to serve as Chair of the proposed committee.

### **OLD BUSINESS:**

#### **1. Discuss/Approve minutes of the July 28<sup>th</sup> Special Meeting.**

Vice Chair Hardesty moved to approve the minutes of the July 28<sup>th</sup> Special Meeting as written. Director Burmeister seconded the motion. A vote was called. All voted in favor, none opposed. The motion passed unanimously.

#### **2. Discuss/Adopt Resolution No. 2024/2025-004 Property Tax Assessment Mill Tax Levy for FY 2025/2026 (tabled at the July 8, 2025 Regular Meeting).**

Treasurer Duckett gave a report on the Mill Levy, reviewing how the statutes are structured in relation to the Otero County Assessor's Yield Control Formula. He recommended requesting the full 10%.

Vice Chair Hardesty moved to table the agenda item until the regular September meeting, pending the adjustment to 10%. Director Robb seconded the motion.

A vote was called. All voted in favor, none opposed. The motion passed unanimously.

#### **3. Discuss/modify/edit/approve/disapprove the current NDA and its implementation (tabled at the June 10 2025 meeting).**

Chairman Cruet spoke about the NDA, which is written into the District's Bylaws. Treasurer Duckett moved that, in order to proceed with any matter affected by the NDA, it must require a vote of the Board in open session.

Vice Chair Hardesty seconded the motion. A vote was called. All voted in favor, none opposed. The motion passed unanimously.

Treasurer Duckett also volunteered to serve on the Bylaws Committee, fulfilling the requirement that at least one board member participate on the committee.

### **NEW BUSINESS**

#### **1. Discuss/Approve 21 liens on Standby properties.**

There was no discussion. Vice Chair Hardesty moved to approve the 21 liens on Standby properties. Treasurer Duckett seconded the motion. A vote was called. All voted in favor, none opposed. The motion passed unanimously.

**2. Discuss/Approve transfer of \$10,000.00 from F&S to Operations Account to cover Pool expenses and other non-water related expenses.**

There was no discussion. Treasurer Duckett moved to approve the transfer of \$10,000 from F&S to Operations. Vice Chair Hardesty seconded the motion. A vote was called. All voted in favor, none opposed. The motion passed unanimously.

**CLOSED SESSION Authorized by NM Statute § 10-15-1 (I) to discuss a personnel issue.  
Motion to go into Closed Session**

Vice Chair Hardesty moved to go into Closed Session as authorized by NM Statute 10-15-1 to discuss a personnel issue. Treasurer Duckett seconded the motion. A vote was called. All voted in favor, none opposed. The motion passed unanimously, and the board went into Closed Session at 4:17 pm.

**1. Discuss personnel issue.**

**Motion to reconvene to Open Session**

Vice Chair Hardesty moved to reconvene to Open Session. Treasurer Duckett seconded the motion. A vote was called. All voted in favor, none opposed. The motion passed unanimously, and the board reconvened to Open Session at 4:30 PM.

Chairman Cruey made the following statement:

**Statement: The matters discussed in the closed session were limited to those stated in the notice of the closed session. No action was taken.**

**Vote to act on Closed Session discussion.**

Vice Chair Hardesty moved to act on the Closed Session discussion. Director Robb seconded the motion. A vote was called. All voted in favor, none opposed. The motion passed unanimously.

**PUBLIC QUESTION AND ANSWER SESSION**

Audience member Arden Schug asked why the Board had entered into closed session. Vice Chair Hardesty read the applicable State Statute aloud, citing the authorization for "limited personnel matters."

Audience member Jeffrey Merrick addressed garbage solutions. He reiterated concerns about illegal dumping of large items in the slash pits and referenced the former dump area behind the maintenance barn. Mr. Merrick requested a designated site for disposing of furniture and metal products and offered to haul such items down the hill to the appropriate facility. Additional discussion followed regarding breaking down boxes, recycling, and the possibility of a trash compactor.

Audience member Arden Schug also asked to be heard on the NDA, stating that he feels TWSD is applying it too broadly. Chairman Cruey responded that the new Bylaws Committee will review the NDA requirement for possible removal or revision.

**DIRECTOR'S REMARKS**

Chairman Cruely informed the audience that the District's contracted IT specialist had confirmed the remote meter reader files are complete, and the District is preparing to begin using the new meter readers and billing system.

General Manager Case added that she had spoken with the billing software company regarding the new system, and they expect to provide her with an update on Friday.

**MOTION TO ADJOURN**

Vice Chair Hardesty moved to adjourn the meeting. Treasurer Duckett seconded the motion. A vote was called. All voted in favor, none opposed. The motion passed unanimously, and the meeting adjourned at 4:43 pm.

Approved September 9, 2025

Chairman David Cruely 

Secretary Nanette Thorell 

