

**MINUTES- REGULAR MEETING**  
**Board of Directors of Timberon Water and Sanitation District**  
**Tuesday November 11, 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.

A quorum was achieved.

Board members absent: Director Allen Burmeister.

Staff members present: General Manager Wendy Case, Board 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 began by thanking all veterans for their service. She then presented the monthly report.

Plant Well #1 produced 2,699,000 gallons and Golf Course Well #2 produced 1,783,502 gallons, for a combined total of 4,482,502 gallons. A total of 1,323,930 gallons were sold, reflecting an approximate 70% water loss.

GM Case reported that the pump on the main well has failed. Statewide Drilling has been contacted and is currently working on the repair. Otis will be traveling to Lubbock to pick up 11 sticks of pipe needed for the project. The new pump and motor are expected to arrive on Thursday.

GM Case added that if the District does run out of water, a sign-up sheet is available for volunteers willing to help deliver water to community members who are unable to reach the Lodge.

**TREASURER REPORT**

Treasurer Duckett read the bank balances.

F&S \$127,092.89.

Operations Checking \$28,162.93.

USDA's: Construction Pass-through \$1.26; Debt Service \$993.46; Short Term Asset Replacement \$167,325.91.

Water Asset Management Restricted Reserve \$10,151.75.

Water Standby \$22,563.66

## **BUDGET & BYLAWS COMMITTEE REPORT**

Budget & Bylaws Committee Chairman Richard McMullen presented the committee report.

There was nothing to report on the budget at this time. Mr. McMullen stated that the committee has been diligently working on revisions to the Bylaws and now has a draft working copy ready for review by all board members, both incoming and outgoing. He requested the email addresses of the new board members so that copies can be sent to them.

He explained that items shown in redline in the draft are proposed for removal, yellow highlighted items are proposed additions, and there is one purple highlighted item that requires further discussion. Board members were asked to review the draft upon receipt and submit any requested changes to Barb McMullen within a few days. If change requests are received, the Bylaws Committee will reconvene to consider them.

Mr. McMullen reminded the Board that the new Bylaws must be read at two separate meetings before they can be presented for a vote.

### **OLD BUSINESS:**

#### **(1) Discuss/Approve minutes of the October 14<sup>th</sup> Regular Meeting**

Vice Chair Hardesty moved to approve the minutes of the October 14<sup>th</sup> meeting as written.

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

### **NEW BUSINESS**

#### **(1) Discuss/approve a BAR (Budget Adjustment Request) to NM DFA (New Mexico Department of Finance and Administration) designed to correct errors between the State approved budget on file and the TWSD approved working budget.**

Treasurer Duckett introduced the agenda item. He explained that Wendy has been working closely with the DFA to reconcile differences between the State-approved budget and the TWSD working budget. Because TWSD's categories had to be rearranged to match DFA's required format, several line items appeared out of place. Approximately nine accounts or categories require dollar-amount adjustments so the budgets align. Wendy has been addressing this matter with DFA over the past several months.

Treasurer Duckett moved to approve the Budget Adjustment Request to the New Mexico DFA to correct the differences between the State budget and the District's working budget. Vice Chair Hardesty seconded the motion. A vote was called. All voted in favor, none opposed. The motion passed unanimously.

### **PUBLIC QUESTION AND ANSWER SESSION**

Audience member Kim asked whether additional line breaks should be expected after the new pump is installed. The Board acknowledged that breaks are a possibility.

Audience member Jack asked whether the GPM would increase and what the cost of the new pump was. The Board responded that production should increase by approximately 30–40 GPM. The cost of the new pump and pipe was approximately \$30,000. Chairman Cruey also described some of the steps required to bring the well back online, including flushing and testing.

Audience member Clark asked how much pipe was being replaced. GM Case reported that 11 sticks of pipe are being replaced.

Audience member Rick expressed his appreciation to GM Case and the TWSD crew for the outstanding work they have been doing. Chairman Cruvey agreed.

Audience member Jack then asked whether the old pump could be rebuilt. Chairman Cruvey stated that the failed pump, along with another older pump, will be sent to a shop in El Paso to determine whether they can be rebuilt or refurbished for use on other wells.

**DIRECTOR'S REMARKS**

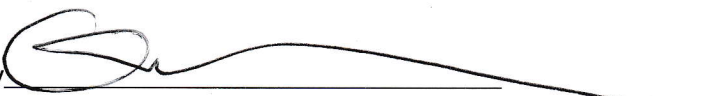
Chairman Cruvey stated that GM Case has been doing a spectacular job during the current emergency. He also announced that the Level 4 operator will be here on Friday to answer questions from the community.


Director Robb asked which board members had received an email listing nine alleged violations of the Open Meetings Act. GM Case reported that she had not received it. After discussion, it was determined that the email had been sent to an old GM address that is no longer in use. Director Robb explained that she became aware of it only because someone had forwarded it to her. She noted that board members are required to take training classes and that the District will need to determine how to address and rectify any meetings that may need to be redone. GM Case stated that she would locate the email and address any issues identified.

**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 and the meeting adjourned at 4:20 PM

Approved December 9, 2025

Chairman David Cruvey 

Secretary Nanette Thorell 

{SEAL}

