

**MINUTES OF THE AUGUST 18, 2012 MEETING**  
**OF THE TWSD BOARD OF DIRECTORS**

Attending in person were Chairman Burt Rubinowitz, Directors Joe Mainello, Arden Schug, and Charlie Ross. Director Edward "Mike" Bovey attended via Skype. There being a quorum present, the meeting was called to order by Chairman Rubinowitz at 10:10 am.

**Pledge of Allegiance and Salute to New Mexico Flag.**

**Approval of Agenda:** Director Mainello moved to approve the agenda and Director Schug seconded. There being no discussion, Chairman Rubinowitz called for a vote. Directors Mainello, Schug, Bovey, and Ross voted aye. The motion carried.

**Treasurer's Report.** Director Schug read the bank statement totals as of July 31, 2012. He stated that we now have actuals versus budget for July 2012, but there are still corrections to be made. Some of the highlights are that the General Fund looks okay; approximately \$915.00 to the good. The Water Fund ended up \$5,000.00 in the hole, but more was predicted. There wasn't much action in the Cemetery Fund. The General Fund spent \$1,000.00 more than budgeted, but we are finally getting control of the money.

Chairman Rubinowitz stated that the audience would be allowed to participate in the discussions.

Audience member, Stuart Iverson, wanted to know the status of the delinquent Standby fees.

Director Schug explained that an RFP for collection services was an agenda item. He also discussed how we were close to doing foreclosures when a receiver was appointed, but that now using a collection agency was the best and least expensive choice.

**General Manager's Report.** Ronald Wyatt gave his report (copy attached to these minutes).

Audience member, B.F. Adams asked for the General Manager to explain what kind of help was needed on the golf course and the General Manager responded that we needed help with mowing, spreading sand. The General Manager also said any volunteers could contact either him or Bill Morley.

Audience member, Joan Eerkes, wanted the term "staff" explained. The General Manager explained the term meant the people in the office, as in "office staff" who had gathered the paperwork for the water rules committee. He also explained why we needed a water rules update (because it hadn't been updated in many years).

Chairman Rubinowitz clarified that it was not the Department of Finance, but the Finance Authority who was currently having problems with their audits.

**Committee Reports.**

Budget Committee – Director Schug stated that they are currently taking the budget and entering it into Quickbooks. He also stated that in previous audits it was recommended that we have a financial plan and they will be working on that by creating a flow chart.

Golf Course Committee – Director Ross requested volunteers for the golf course.

Audience Member, Joy Alden, asked that the board identify themselves because she was a “summer person” and didn’t know who they were. The board introduced themselves.

Audience Member, Joan Eerkes, complained that there was not follow through with volunteers. Director Ross stated that he would take their information and contact them.

Bylaws Committee – No report.

Swimming Pool Committee – No report.

Water Rules Committee – Director Mainello stated that they were looking for volunteers to be on the committee. He also stated that Director Bovey volunteered to head the committee but the he, Director Mainello, would head the committee until Director Bovey returns from vacation. Nothing to report at this time.

Audience member, Joan Eerkes, asked what exactly the board was looking for. Director Schug explained that they needed a committee to look back through the minutes so that passed motions and resolutions are reflected in the current water rules and also that the rules are not in conflict with the PRC. It was explained in detail the history of the mil levy change and of TWSD going under the PRC in December 2010. Director Bovey explained that there is a PRC requirement to do an advice notice when changing water rules.

#### **Unfinished Business.**

RFP for collection services was already discussed. A special session is being held on Tuesday, August 21, 2012 to address this issue.

**Adoption of the minutes of June 12, 2012 work session and July 21, 2012 regular meeting.** Director Ross moved to adopt minutes without reading and Director Bovey seconded. Chairman Rubinowitz called for a vote. Directors Schug, Bovey, Ross and Mainello voted aye and the minutes were adopted. The minutes should be put on website. **GM action item.**

**Complaint letter for customer Brett Lane.** (copy included with these minutes) The secretary read the letter aloud. Director Mainello asked if we had answered and the General Manager said that he would do it. There was much discussion concerning Mr. Lane’s points. Chairman Rubinowitz explained in depth about income and roads shortfall. There was more discussion about road conditions. Chairman Rubinowitz stated that we have insurance for roads, so it is our responsibility to maintain them. Director Schug stated that we need to fix roads especially when there is a specific complaint. The General

Manager stated that anyone could let him know about a bad road and he would fill out a work order and have the road worked on. **GM action item.**

At this point Director Bovey disconnected.

Director Schug explained the mil levy reduction. He encouraged people to write letter to the state legislature representatives to get the mil levy changed.

The General Manager will get a list of representatives for the state and post in the lobby and post office.

#### **New Business.**

**Discuss transferring funds to pay bills.** Director Schug stated that we have a problem. There's not enough money in the General Fund to pay bills. We need to transfer some money. The General Manager stated that we have \$43,000.00 in outstanding bills due by mid-month September. We need to transfer approximately \$22,000.00 from Standby fund to water fund. There was much discussion including FEMA money versus insurance money. Director Schug moved to create a resolution to transfer \$20,000.00 as a loan from Water Fund to General Fund to be repaid in December 2012. Director Mainello seconded. There was much discussion. It was decided to transfer money from Standby fund to Water fund if we have to. The General Manager will coordinate with Marilyn Hatfield to check balances in funds. Chairman Rubinowitz called for a vote and Directors Mainello, Schug, and Ross voted aye and the motion passed. The General Manager will create the resolution. **GM action item. Agenda item for Tuesday Special Session.**

**Discuss FEMA and insurance reimbursement.** The General Manager stated that he will let FEMA know that we're holding \$5,000.00 back until this is resolved.

**Approval of Facilities and Service Charge letter.** Director Ross moved to accept letter read in court and Director Mainello seconded. Directors Ross, Schug, and Mainello voted aye and the motion passed.

**Discuss accounting fund subcategories (w/Marilyn Hatfield).** Marilyn Hatfield explained that the budget has one category under General Fund, but the auditors want it broken down into four categories. There was some discussion. Director Ross made a motion to have General Fund broken down into four categories and Director Mainello seconded. Directors Ross, Schug, and Mainello voted aye and the motion passed.

#### **Directors Remarks.**

Director Ross thanked everyone for coming and thanked in advance any Golf Course volunteers.

Director Schug said he had said enough.

Director Mainello stated that in the meeting with the PRC, they decided to postpone their decision until September 11, 2012. He also stated that Chairman Rubinowitz has done a hell of a job researching and that TWSD is the only Water and Sanitation District in the PRC. He stated that he was glad to see

“summer” people at the meeting and wished more people would attend these meetings. He thanked the General Manager, Secretary, and staff for their hard work.

Chairman Rubinowitz stated that there would be an special session on Tuesday to address the debt collection RFP. The next PRC meeting is September 11 which is also the day of the TWSD work session. The regular meeting is scheduled for September 15. The status hearing is scheduled for September 24<sup>th</sup>. He thanked everyone for being here and participating.

**Public invited to be heard.**

Cheryl Miller knows someone who wants to volunteer.

Janet Swinney knows part-timers who will be moving here full time and they are an asset to the community. She is trying to get people to participate.

Chairman Rubinowitz entertained a motion to adjourn. Director Schug moved to adjourn meeting and Director Ross seconded. Directors Schug, Ross, and Mainello voted aye and the meeting was adjourned.

**Minutes Approved September 15, 2012:**

**Secretary Linda Martin**\_\_\_\_\_

**Chairman Burt Rubinowitz**\_\_\_\_\_