MINUTES – REGULAR MEETING
Board of Directors of Timberon Water and Sanitation District
Tuesday, October 13, 2026, at 5:00 PM
Timberon Community Center, "Lodge"
1 Bobwhite Circle, Timberon, NM 88350

Authorized by Derenda Robb, Chairman of the Board of Directors, Timberon Water & Sanitation District.

CALL TO ORDER
The meeting was called to order at 5:00 PM by Chairman Robb.

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 Derenda Robb, Treasurer Joshua McCurdy, Director Jesse "JJ" Duckett, Director Sherry Tackett and Director James Wilcox.
Board members absent: None.
A quorum was achieved.
Staff Present: General Manager Wendy Case, Board Secretary Nanette Thorell.

APPROVAL OF AGENDA
Treasurer McCurdy moved to approve the agenda as written. Director Tackett seconded the motion. A vote was called. Chairman Robb, Treasurer McCurdy, Director Duckett, Director Tackett and Director Wilcox all voted in favor, none opposed, and the motion passed unanimously.

MANAGER REPORT
General Manager Case presented her report to the Board.

- **Water Production and Loss:** Water loss for August was 79%. September water loss is not yet available, pending completion of meter reads. Total water production for September was 6,511,600 gallons.
- **Staffing:** Interviews for the Meter Reader position are in progress.
- **USDA:** USDA conducted its triennial site inspection on September 16, 2026. GM Case reported that the District is behind on its USDA loan payments because the payment amount was initially miscalculated. The District is working with USDA on a payment plan to bring the account current.
- **Funding Outreach:** GM Case reported that Senator Gallegos is contacting several organizations on the District's behalf to inquire about funding opportunities, including the Department of Finance and Administration (DFA), District 3 Commissioner Vickie Marquardt, and several construction contractors.

TREASURER REPORT
Treasurer McCurdy reported the following account balances:

- F&S: $152,073.38
- Water Operations: $90,457.43
- USDA Construction: $846.60
- USDA Debt Service: $8,993.46
- USDA Short Term Asset: $175,035.20
- Water Restricted Reserve: $5,161.63
- Standby: $71,157.84

During public comment on the report, community member Arden asked why the Water Restricted Reserve balance was low. Treasurer McCurdy explained that the District is $116,439 behind on its USDA loan payments and must bring the loan current.

DISCUSS/APPROVE MINUTES of the September 8, 2026 Regular Meeting
Treasurer McCurdy moved to approve the minutes of the September 8, 2026 Regular Meeting as written. Director Wilcox seconded the motion. A vote was called. Chairman Robb, Treasurer McCurdy, Director Duckett, Director Tackett and Director Wilcox all voted in favor, none opposed, and the motion passed unanimously.

OLD BUSINESS
1. Discuss/Approve: Formal establishment of Dumpster Committee and appointment of members.
The Dumpster Committee was assembled at the previous meeting. This vote formally establishes the committee under TWSD Bylaws, Article 11, Section 11.02. The committee's objective is to research and recommend solutions for community trash and dumpster service. Director Tackett will serve as the Board member assigned to the committee. The other members are GM Case and community members Steve Schawe (Chairman), Tim and Paul.

Treasurer McCurdy moved to approve the formal establishment of the Dumpster Committee and the appointment of the listed members. Director Wilcox seconded the motion. A vote was called. Chairman Robb, Treasurer McCurdy, Director Duckett, Director Tackett and Director Wilcox all voted in favor, none opposed, and the motion passed unanimously.

2. Discuss/Approve: the contract for the rental of the Lodge Kitchen to the Waldons.
Director Duckett asked whether the kitchen area is covered by insurance. After discussion, GM Case agreed to find out whether the Lodge insurance policy covers the rental area. By consensus of the Board, the Waldons were granted permission to use the area in the interim.

Treasurer McCurdy moved to table approval of the contract until the insurance question is resolved. Director Tackett seconded the motion. A vote was called. Chairman Robb, Treasurer McCurdy, Director Duckett, Director Tackett and Director Wilcox all voted in favor, none opposed, and the motion to table passed unanimously.

NEW BUSINESS
1. Report by Compliance Officer Anita on the status of all pending and established grants.
In the absence of the Compliance Officer, GM Case gave the report. She stated that Senator Heinrich's office has informed her that the District should not expect to hear about the $24 million grant until mid-November.

2. Discuss/Approve: the updated TWSD Manual of Policies and Procedures.
Community member and TVFD (District 6) officer Kimberly Bufton presented an overview of the updates to the TWSD Manual of Policies and Procedures, which had been incomplete for some time. Kimberly retyped and reformatted the manual for consistency, and added a cover page, a revision page and a table of contents. She gave each Board member a copy of the revision page, which will be used to document future changes and the dates of Board approval.

It was noted that this manual is the District's primary policy document. The Employee Handbook and the Office Policy Manual will be revised next, using the same format and drawing on information from the main manual. Kimberly will email the completed manual to Secretary Thorell, who will distribute it to each Board member and to GM Case. GM Case will forward it to the Union.

The Board and the community thanked Kimberly for her thorough work on this project.

The Board had not had an opportunity to review the completed manual before the meeting. Treasurer McCurdy therefore moved to table approval until the next meeting. Director Wilcox seconded the motion. A vote was called. Chairman Robb, Treasurer McCurdy, Director Duckett, Director Tackett and Director Wilcox all voted in favor, none opposed, and the motion to table passed unanimously.

3. Report on the results of the trash/dumpster committee.
Dumpster Committee Chairman Steve Schawe presented the committee's findings.

- **Trash compactor:** The committee found that a trash compactor is not a viable option. Compacting two or three dumpsters into one load would make it too heavy to haul safely down the mountain.
- **Other service providers:** Because of Timberon's location and its steep, winding access roads, neither of the other two waste services in Alamogordo is interested in providing trash collection to Timberon.
- **Current provider:** Southwest Disposal, the District's current provider, was identified as the best and only available option. The arrangement works well: the GM schedules pickup the day before, and the TWSD field crew assists with each dump and return.
- **Permits:** Steve reported that no permit is required. Timberon does not produce enough trash to require one, and the District does not operate an official transfer station or trash site. It simply provides a location for Southwest Disposal to place its dumpsters.

Lengthy discussion followed. Audience comments and questions covered:

- alternatives such as a landfill or incineration, which were generally viewed as unsuitable for Timberon;
- a separate area for large non-compliant materials (such as building materials, furniture, tires and appliances), with someone hired to haul them to the city, which was viewed favorably;
- increasing the trash fee for local commercial and construction businesses;
- expanding trash billing to landowners who do not have metered water accounts.

Director Duckett provided historical background on past dumpster issues in the District.
Community members expressed appreciation for the information, and the Board thanked Steve for his work. No action was taken on this item.

4. Discuss/Approve: the purchase and distribution of rock gravel around the tables at the Playground.
Chairman Robb spoke about the need for gravel or wood chips around the playground. The area collects rain runoff, and the public area around the picnic tables becomes muddy. GM Case will check with the Otero County Roads Department on the availability and cost of gravel and of having it spread.

Director Duckett moved to table this item until more information is available. Director Wilcox seconded the motion. A vote was called. Chairman Robb, Treasurer McCurdy, Director Duckett, Director Tackett and Director Wilcox all voted in favor, none opposed, and the motion to table passed unanimously.

PUBLIC QUESTION AND ANSWER SESSION
Community member David asked about the status of the chlorine injection system. He reported that there has been no chlorine residual at his residence for more than a week. GM Case will look into the matter and follow up with him.

Community member Clark asked about the status of the Standby liens. GM Case said the process is moving forward, and several payments were received this week. There is no update on foreclosures at this time, as the District's attorney is working on other District matters.

Community member Arden asked whether there was a report from Level 4 Operator Alex. GM Case said Alex has recently been out of town.

DIRECTORS' REMARKS
There were no remarks from the Directors.

MOTION TO ADJOURN
Treasurer McCurdy moved to adjourn the meeting. Director Duckett seconded the motion. A vote was called. Chairman Robb, Treasurer McCurdy, Director Duckett, Director Tackett and Director Wilcox all voted in favor, none opposed, and the meeting was adjourned at 6:23 PM.

Approved November 10, 2026

Chairman Derenda Robb Derenda Robb

Secretary Nanette Thorell NThorell

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