

MINUTES OF THE NOVEMBER 13, 2018 WORK SESSION MEETING
OF THE TWSD BOARD OF DIRECTORS

Attending the meeting were Chairman Joseph Mainello via phone, Treasurer Lester "Brent" Henderson, Directors Michael Gonzalez, and Clark Clement. Vice Chairman Richard McMullen was absent. There being a quorum present, the meeting was called to order by Treasurer Lester "Brent" at approximately 6:00 PM. Since the Chairman was on the phone the meeting was being conducted by Treasurer Brent Henderson.

Saluting of the flags was accomplished.

Approval of Agenda: Director Gonzalez moved to approve the agenda as written. Director Clement seconded. There being no discussion, the vote was called. Chairman Mainello, Acting Chairman Henderson, Directors Gonzalez and Clement voted aye. The motion passed.

Old Business.

Approval of Amy Fierro as Secretary. Director Gonzalez moved to approve Amy Fierro as Secretary, Director Clement seconded. There being no discussion, the vote was called. Chairman Mainello, Acting Chairman Henderson, Directors Gonzalez and Clement voted aye. The motion passed.

General Manager's Report. General Manager, Ronald Wyatt, gave his report.

The Springs Project is being reviewed for the third time, should be done within the next 30-45 days; the project has to be completed by June 2019.

There will be a conference call on November 14, 2018 with Matt with the engineering company assisting with the Master Plan getting approved.

The filtration system is almost ready to start. An autopsy needs to be performed on the filters. The cost is between \$3,500-3,800.00 for one filter to be sent off. The money for this project should be available in December of 2018. It will take 2-3 weeks for the company to have a finding and be able to tell how long the filter will last. Approximate cost for new filters is \$18,000.00. The current filters have been in place for 3 years, will an expected life cycle of 3-5 years.

The Emergency Response Plan is approved by NM Environment Department.

Operations and Maintenance manual should be completed in 2-3 weeks.

The PER (Master Plan) grant is for \$100,000.00, there should be \$40-45,000.00 left for use of what ever items are needed. Steven Deal has to be notified when 60% of the grant money is spent and what it was used on.

The lawnmower has been received; the total was \$50,000.00.

The inspection on the Lodge has been completed and the recommendations will be emailed to the board. The Lodge needs work, but not in as bad of shape as expected. The Bar will be the next inspection and a specialist will be needed.

Treasurer's Report. Treasurer Henderson read the reconciled bank balances as of October 31, 2018: Checking Account \$65,305.31; Water Standby Savings Account \$10,948.78; Water Restricted Reserve Account \$34,927.53; Facilities and Services Savings Account \$130,507.19; USDA Debt Service Savings Account \$4,633.20; USDA Short Term Assed Repl Savings Account \$75,380.88; USDA Construction Loan Account \$848.54; First National Construction \$50.00.

Committee Reports.

Budget Committee. Nothing to report

By-Laws Committee. Rick is not present, will have information for the December meeting.

Water Rules Committee. Has not met yet.

Safety Committee: Ronnie has completed November's safety meeting and there was no major problems.

Discuss Director Gonzalez's rebuttal. Director Gonzales stated the certain statements made by Mary Gonzales are false and slanderous. Nothing about a petition was listed on the agenda. The petition is deemed unlawful under the State Statue. Gonzalez was advised by Robyn Holmes that it is unlawful for the Board to accept the petition presented by Mary Gonzales and should be given back.

New Business.

Approval of the October 20, 2018 Regular Meeting Minutes. Director Gonzalez moved to approve the minutes as written and dispense with the reading. Director Clement seconded. Chairman Mainello, Acting Chairman Henderson, Directors Gonzalez and Clement voted aye. The motion passed.

Discuss/approve fire station property. The Board of County Commissions of Otero County acquired property on Merlin Drive across the street from the fire station in the 1980s, but the deed was never recorded and now cannot be located. In order to clear the title to the parcel to build a new fire station, a new Quitclaim Deed is needed by the Otero County Attorney. Director Clement moved to authorize a new deed to be executed. Director Gonzalez seconded. Chairman Mainello, Acting Chairman Henderson, Directors Gonzalez and Clement voted aye and the motion passed.

Discuss/approve Darden & Taylor Quick Claim. Director Clement asked how much past due money was owed. This figure was not available at the time. Acting Chairman Henderson asked what legal precedent we even had to accept this property. Director Clement stated we may have to do some negotiations with property owners to be able to collect these past due balances. There was much discussion. Audience member, Linda Martin stated we are not a real estate committee. Audience member Noreen Gonzales stated that if we do this for one we will have to start doing this for everyone that asks, some type of procedure needs to put into place. A motion to table the item until Saturday was made by Director Gonzalez.

Discuss State's response/feedback regarding their review of the Emergency Response Plan. Ronnie informed the board the Emergency Response Plan has been approved.

Status of completing and submitting the Operations & Maintenance manual. Ronnie stated that it would be ready to submit in a couple weeks.

Discuss potential restructuring of rate-setting to include an automatic annual adjustment to account for inflation and rising costs of doing business. Acting Chairman Henderson suggested that it would be a good practice to have an automatic adjustment rate increases each year, due to inflation. It would be better to have small increases each year than hitting members with a big adjustment all at once. Henderson will speak with Pat Lyons to get more information on starting this arrangement and will distribute the information to the Board when received. This will be moved to Saturdays agenda.

Discuss/approve PER (Master Plan) contract. There was much discussion on what stage and direction Steven Deal would be involved in the process. Ronnie suggested that with left over funding from the grant that 2 technicians should be hired at a cost of \$19,000.00 to locate water leaks. Director Clement asked what areas have the most leaks. There was not an answer at this time. Director Gonzalez asked what of equipment would need to be used? Ronnie stated that a PER has to be put in before anything could be done. Audience member commented that the technician's equipment would not be useful, the Water Department has the same equipment, another audience member stated that the department does not have the manpower to be looking for leaks. Director Gonzalez did not think the \$19,000.00 would be justified and reminded the Board that there would be no extension to the June 2019 deadline. There was much discussion. Audience member, Frank Coronado, asked if there has been a discussion on a procedural process to getting everything done on time and who is held accountable for getting the steps done? Director Gonzalez stated that they are starting to set procedures and other ways to be able to initiate plans for hard deadlines. Director Clement commented that they should assign a board member to each grant item or contract item that needs to get moving. Mr. Coronado from the audience also asked if there was an itemized list of items that money is being spent on. The answer was: depending on the type of grant. Acting Chairman Henderson moved to table this item and move to Saturday's Agenda.

Review and modify as needed the "Infrastructure Capital Improvement Plan" for FY 2020-2024. Director Gonzalez asked for Ronnie's input on ranking the items on the list with the boards approval. Gonzalez felt like #6 on the list was the most important item and should be listed as a replacement not an improvement. Gonzalez also stated that for items to get funded by legislator it needed to broke down in \$500,000.00 increments to get a better chance of being funded. It was agreed that the list needed revised to reflect order of needs. Ronnie volunteered to lead the discussion for this to moved to the Agenda on Saturday.

Directors' Remarks. None

Acting Chairman Henderson thanked everyone for coming.

Director Clement moved to adjourn the meeting and Acting Chairman Henderson seconded. Chairman Mainello, Acting Chairman Henderson, Directors Gonzalez and Clement voted aye, and the meeting was adjourned.

Minutes Approved November 17, 2018:

Secretary Amy Fierro _____

Acting Chairman Lester "Brent" Henderson _____