

# TWIN FORKS MDWCA

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June 1, 2005

Evelyn Schultz, President  
Perry Daily, Vice President  
Charliss Randall, Secretary-Treasurer  
Operator  
Robert Ledlow, Director  
Lynn Melton, Director

Judy Henderson, Office Manager  
Bob Billhartz, Utility Operator  
Jared Mitchell, Assistant Utility

The next regularly scheduled meeting of the Twin Forks MDWCA Board of Directors will be June 11, 2005 at 10 o'clock a.m., at the office. Coffee and cookies will be served.

A transcript of the Agenda - "Unapproved" Minutes for the May 14, 2005 Board of Directors Meeting has been forwarded to Lynn Melton to be posted on the website. Other items that can be found on the website include:

- (1) Resolution to Abide by the Open Meetings Act;
- (2) Bylaws amended by the membership April 9, 2005;
- (3) Rules and Regulations revised to comply with the amended Bylaws;
- (4) Code of Ethics and Conflict of Interest Policies signed by Board of Directors and Employees; and
- (5) Twin Forks 2004 CCR Report out in 2005 (copy attached).

Vice President Bill Chance submitted his letter of resignation on May 5, 2005. He indicated that his physician had recommended that he reduce his stress level. Bill has contributed so much to Twin Forks MDWCA and he will be missed by all of us who have worked with him in the past.

Perry Daily was elected by the Board to serve until the next annual membership meeting in June 2006. Perry was also elected Vice President.

The Board of Directors approved its Employee Policies and Procedures (revised to clarify vacation procedures) and updated Job Descriptions for each employee.

The Board approved the purchase of new tires for the red work truck. New 6-ply off-road tires were purchased May 20th for \$481.23 from the Good Year Store in Alamogordo.

The new work truck is expected approximately June 8, 2005. It will be financed at First National Bank at 6.5% interest. Annual payments in the amount of \$5,000 will begin in July 2005 and end in July 2008.

More and more e-mail addresses are coming in daily, which will greatly reduce our ever-increasing mailing costs. If you haven't given us your e-mail address yet, please send it to [twinforks@pvtm.net](mailto:twinforks@pvtm.net) or [schultz@pvtm.net](mailto:schultz@pvtm.net). Your e-mail address will not be disclosed to anyone without your consent.

**Prentice Blanscett has submitted his request for County approval of the Shadow Glen Park Subdivision. As soon as approval is given, Twin Forks will schedule installation of the infrastructure in accordance with our agreement, which was approved by the membership at its Annual Meeting on April 10, 2004.**

**The State Auditor ordered an outside audit covering the period through June 30, 2005. On May 13, 2005, Judy Henderson and Evelyn Schultz attended a State Auditor Instruction Class at G. Thomas Hall Auditorium at NMSU in Las Cruces covering changes since the prior audit. Judy had already begun preparations for the current audit from July 1, 2004 through June 30, 2005. There are 577 entities including 7 Mutual Domestics that are subject to these audits.**

**Although we were notified that we are subject to a State mandated audit for the fiscal year ending June 30, 2005, Sharon Justice has completed an Internal Audit covering the period May 1, 2004 through April 30, 2005 in preparation for the State audit. These State mandated audits are the result of certain legislative changes a few years ago and have nothing whatsoever to do with the NMED Hearing. It is the law!**

**On May 5, 2005, NMED conducted a system sanitary survey. Results of the survey will be shared with the membership when available.**

**On May 11, 2005, Don Castillo, Small System Field Specialist from New Mexico Rural Water Association paid a visit to the office. We were assured they are willing to help in every possible way to help us get the moratorium lifted and we exchanged ideas as to how to accomplish that goal. We do not agree with the 53% loss reported in the capacity study but it will require a lot of effort on our part to disprove that number.**

**Lynn Melton has been appointed Parliamentarian. Lynn is Chairman of the Grants Committee and will perform Website Maintenance.**

**Charliss Randall is Chairman of the Bylaws Committee, the Rules & Regulations Committee, and the Newsletter Committee.**

**Perry Daily is Chairman of (1) Field Operations; (2) Hydro geological Study by Souder, Miller & Associates; and represents Twin Forks MDWCA in the South Sacramento Mountain Water Planning Group (Regionalization).**

**A lot of projects will be funneled through Field Operations. All three of these areas are interconnected, so Perry needs lots of volunteers. Your knowledge about the area in which you live could bring some much-needed information and ideas to these committees. Please contact Perry Daily at 687-4165 to volunteer.**

**To disprove the 53% loss of water reported in the capacity study will require installation of meters at key locations followed by a well planned mass meter reading which will be coordinated through Field Operations and require many volunteers.**

**Approximately 1,200 feet of new line was laid alongside Dry Canyon Road. The project took less than a day, thanks to Board members Perry Daily and Evelyn Schultz and volunteers Jim George, Steve Scott and Ben Schultz who assisted Jared Mitchell, Assistant Utility Operator. Thanks Jim, Steve and Ben for your help!**

**May 17, 18 & 19:** There were 3 major leaks in the line on Dry Canyon Road. Attempts to repair the old line were unsuccessful. The old line was very brittle and had long splits. The first leak was dug out and repaired in less than 24 hours. Within a couple hours following repair, another leak appeared elsewhere in the line. That leak was dug out and repaired in less than 24 hours. Within a couple hours of that repair, a third leak appeared at another location in the line. Within minutes, all of Balsam Canyon was out of water each time.

On May 18 another significant leak was found and repaired in Balsam Canyon by part of the same crew working at the Dry Canyon location. On May 20 a smaller leak was found in James Canyon and temporarily repaired by Perry Daily and Ben Schultz on May 21.

On May 26 the cause of a very big leak in March at Pine Glen & North Loop was found and repaired, which required about 7 hours from beginning to end because a special repair part had to be purchased in Alamogordo.

In line with conservation measures now being put in place, we will strive to dig out and repair all leaks within 24 hours after they are detected. Conservation is being stressed to everyone participating in regionalization planning and obtaining grants. If you see a possible leak (a wet spot in the middle of a dry road), please report it to the office at 687-3621.

Meter reading will be scheduled during the last 7 days every month. Your meter will be read approximately the same day every month. This allows a little extra time to handle those unexpected emergencies. The meter reading sheets will be turned in to the office the last day of the month so billing can go out the first day of each month. Your bill is due upon receipt and becomes delinquent the last day of the month. 24-hour cut-off notices are issued the 15th day of the following month.

New tax guidelines have caused some necessary changes regarding the work trucks, cell phones, etc., i.e., to eliminate the possibility that personal use would be classified by audit as fringe benefits and change income reported on employees' W-2.

One member, Jerry Smith, offered some very good ideas about converting the barn into a garage space to park the new work truck by installing a garage door. Jerry is a retired telephone man and recently he figured out what had caused a long-standing problem with our telephones causing them to go out every time there was a power surge. Jerry lives in Forest View Subdivision and helps out often. Thanks, Jerry!

**If you wish to volunteer to assist any committee or in any other way, please contact the office and your name will be submitted to the Committee Chairman.**

**QUESTIONS ABOUT PAYMENTS:** The membership gave approval to change the fiscal year to begin July 1, 2005 to coincide with the State fiscal year. This created a 2-month interim (May & June) that requires \$84.55 to meet expenses prior to beginning the new fiscal year. The \$20,165 RIP Loan Repayment to the State must be paid in June.

Then, for the 12-month fiscal year beginning July 1, 2005, the annual fee of \$369.90 is due July 1, 2005, or you can choose one of three extended payment plans. Please contact the office to select one of the payment plans.

**EMPLOYEE HEALTH INSURANCE:** We are soliciting bids for affordable employee health insurance. If you can help, please furnish information to the office.

If you have a matter you wish to have reviewed by the Board of Directors at any regularly scheduled meeting, please submit it in writing at least 10 days prior to the meeting to be placed on the agenda.

### REMINDER

We have water! The springs are up and the new well has been keeping the storage tanks full. When members "forget" to shut down their cabin properly, it causes a tremendous loss of water, which puts other members out of water. The member causing the outage will be disconnected and charged for the water that went through their meter plus a \$300 reconnection fee.

Please remember to close all drain valves when you arrive and turn on your water - and to turn off your water at the meter (and other shutoff valves) when you leave.

Overall, it was a very good Memorial Holiday Weekend! There weren't any significant outages. We had a temporary alert when all the water was being taken from Tank 3 on Thursday and Friday, but a slight adjustment in the flow to Sixteen Springs eliminated the problem. On Memorial Day, Jared Mitchell found a meter spinning. 5,600 gallons of water had gone through the meter. It had not been completely shut off by the owner. It was difficult to shut off because of a bad ball valve. The owner will not be charged in this instance. We will replace the ball valve this week so there won't be a reoccurrence.

If you are leaving and think you have shut off your water at the meter, please look at the little silver wheel to be sure it is not moving. If it is moving, then water is going through the meter.

### KEEP THESE NUMBERS HANDY!

Please! Don't assume we are out of water like in the past. And, don't assume that we know about the problem. We don't know there is a problem until someone calls in.

If you notice LOW WATER PRESSURE or have an OUTAGE, please call 687-3621 and leave a message. Messages are checked regularly, even after office hours, evenings, weekends and holidays.

### EMERGENCIES AFTER HOURS, WEEKENDS & HOLIDAYS:

- (1) Call 687-3621 and leave a message; then
- (2) Call Evelyn Schultz @ 687-2479 or 430-9930.

IF NO ANSWER, CALL: Perry Daily @ 687-4165; or Charliss Randall @ 687-2088