

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF WATER AND SEWER COMMISSIONERS HELD ON NOVEMBER 17, 2016, AT 8:30 A.M., IN THE PLANNING ROOM AT THE MUNICIPAL BUILDING, 101 N. HALAGUENO STREET, CARLSBAD, NM**

<b>VOTING MEMBERS PRESENT:</b>	<b>Craig Stephens Larry Henderson Russell Hardy Gary Perkowski Fred Beard</b>	<b>Chairman Member Member Member Member</b>
<b>VOTING MEMBERS ABSENT:</b>	<b>None</b>	
<b>EX-OFFICIO MEMBERS PRESENT:</b>	<b>Steve McCutcheon</b>	<b>Ex-Officio/City Administrator/ Secretary</b>
<b>EX-OFFICIO MEMBERS ABSENT:</b>	<b>Mayor Dale Janway</b>	<b>Ex-Officio/Member</b>
<b>OTHERS PRESENT:</b>	<b>Annette Barrick Eileen Riordan Wendy Hammett Mike Hernandez Ron Myers Jamey Schwiger Wes Nichols Richard Aguilar Joe Harvey Stephanie Shumksy</b>	<b>City Clerk City Attorney Finance Director/City Treasurer Utilities Director Double Eagle Superintendent Water Dept. Superintendent Collections Superintendent Environmental Services WW Superintendent Deputy City Administrator</b>

There are no timestamps or recording available due to Technical Difficulties.

**1. Call to Order**

Craig Stephens called the meeting to order.

**2. Roll Call and Determination of Quorum**

Craig Stephens called Roll and it was determined that there was a quorum of voting members. Those present were: Craig Stephens, Gary Perkowski, Larry Henderson, Fred Beard, and Russell Hardy; Absent: None.

**3. Approval of Agenda**

The motion was made by Larry Henderson and seconded by Gary Perkowski to Approve the Agenda. The Vote was as follows, Yes: Craig Stephens, Larry Henderson, Fred Beard, and Russell Hardy; No: None; Absent: None. The Motion passed.

**4. Approval of Minutes of the Board of Water and Sewer Commissioners Regular Meeting held on October 20, 2016**

The motion was made by Larry Henderson and seconded by Russell Hardy to Approve the Minutes of the October 20, 2016, Regular Meeting. The Vote was as follows, Yes: Craig Stephens, Gary Perkowski, Larry Henderson, Fred Beard, and Russell Hardy; No: None, Absent: None. The Motion passed.

**5. Water & Sewer Department Monthly Reports presented by Mike Hernandez**

Mike Hernandez reported on the status of the Double Eagle Wells. There was additional discussion regarding the following:


- Double Eagle Consumption
- Effluent Reuse Agreement Status
- Effluent Reuse Project
- Residential Meter counts
- Oil & Gas Industry in SE New Mexico

**6. Financial Reports by Wendy Hammett**

Wendy Hammett reviewed the revenues and expenditures. She said there were 212 Water Shut-offs in October and in November there were 274. She explained that the Department has been puzzled by the number of cut-offs since the new re-connect fees and late fees have been put in place. Eileen Riordan said there are a number of customers who have found ways to get around the system to avoid having to pay the fees. Ms. Hammett said they are considering ways to counteract the abuse of the system and will bring some suggestions back to the board for review. Craig Stephens suggested an increase in the deposit amount. Ms. Hammett said her Staff is working diligently to catch any unfavorable activity in the system.

**0:42:06 7. Adjourn**

The motion was made by Larry Henderson and seconded by Russell Hardy to Adjourn. The Vote was as follows, Yes: Craig Stephens, Larry Henderson, and Russell Hardy; No: None Absent: Gary Perkowski and Fred Beard. The Motion passed.

  
Chairman