

MINUTES OF THE REGULAR MEETING OF THE BOARD OF WATER AND SEWER COMMISSIONERS HELD ON OCTOBER 20, 2016, AT 8:30 A.M., IN THE PLANNING ROOM AT THE MUNICIPAL BUILDING, 101 N. HALAGUENO STREET, CARLSBAD, NM

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| VOTING MEMBERS PRESENT: | Craig Stephens Larry Henderson Russell Hardy | Chairman Member Member |
| VOTING MEMBERS ABSENT: | Gary Perkowski Fred Beard | Member Member |
| EX-OFFICIO MEMBERS PRESENT: | Steve McCutcheon | Ex-Officio/City Administrator/ Secretary |
| EX-OFFICIO MEMBERS ABSENT: | Mayor Dale Janway | Ex-Officio/Member |
| OTHERS PRESENT: | Annette Barrick Eileen Riordan Wendy Hammett Mike Hernandez Ron Myers Jamey Schwiger Wes Nichols Richard Aguilar Joe Harvey | City Clerk City Attorney Finance Director/City Treasurer Utilities Director Double Eagle Superintendent Water Dept. Superintendent Collections Superintendent Environmental Services WW Superintendent |

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:35 1. Call to Order

Craig Stephens called the meeting to order.

0:00:36 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, Larry Henderson, and Russell Hardy; Absent: Gary Perkowski and Fred Beard.

0:00:54 3. Approval of Agenda

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

0:01:26 4. Approval of Minutes of the Board of Water and Sewer Commissioners Regular Meeting held on September 15, 2016

The motion was made by Larry Henderson and seconded by Russell Hardy to Approve the Minutes of the September 15, 2016, Regular Meeting. The Vote was as follows, Yes: Craig Stephens, Larry Henderson, and Russell Hardy; No: None, Absent: Gary Perkowski and Fred Beard. The Motion passed.

0:01:27 5. Water & Sewer Department Monthly Reports presented by Mike Hernandez

Mike Hernandez reported on the status of the Double Eagle Wells. Richard Aguilar reported that Septage Disposal is up. There was additional discussion regarding the following:

- Double Eagle Consumption
- Effluent Reuse Agreement Status
- Effluent Reuse Project

0:17:34 6. Financial Reports by Wendy Hammett

Wendy Hammett reviewed the revenues and expenditures. She explained that the City's budget is down from last year. There was discussion regarding possible reasons for the downturn including the later seasonal rains, reduced population and the decreased housing market. Steve McCutcheon said there have been cuts to the budget and the City Staff has been informed to reduce costs where possible.

Larry Henderson told Ms. Hammett that he appreciated the inclusion of the financial information in the packets. Mr. McCutcheon said the reports are up-to-date and work continues on the Audit. He said he feels that the Audit will be on time and in good shape. He thanked Ms. Hammett for all her work. Ms. Hammett said she appreciates the work Mr. Fierro is doing on the Audit.

Richard Aguilar reminded those present that October 16, 2016 will be the Hazardous Household Waste Collection Event. Mike Hernandez said social media will be useful in getting the word out.

Larry Henderson asked about the status of the City's Recycling Program. Mr. McCutcheon explained that CARC-Rainbow Recycling had an equipment failure and the costs of repair prohibited them from continuing the program. He said the market for recycled products is not profitable anymore. He said the City was committed to recycling but with the loss of partners; it cannot continue.

Mike Hernandez reported that the pumps were down on two Lift Stations. He said he will be requesting a budget adjustment to increase funds to allow for the maintenance.

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