

MINUTES OF THE REGULAR MEETING OF THE BOARD OF WATER AND SEWER COMMISSIONERS HELD ON SEPTEMBER 21, 2017, AT 8:30 A.M., IN THE PLANNING ROOM AT THE MUNICIPAL BUILDING, 101 N. HALAGUENO STREET, CARLSBAD, NM

VOTING MEMBERS PRESENT:	Craig Stephens Russell Hardy Fred Beard Gary Perkowski Larry Henderson	Chairman Member Member Member Member
VOTING MEMBERS ABSENT:	None	
EX-OFFICIO MEMBERS PRESENT:	Steve McCutcheon	Ex-Officio/City Administrator/ Secretary
EX-OFFICIO MEMBERS ABSENT:	Mayor Dale Janway	Ex-Officio/Member
OTHERS PRESENT:	Mike Hernandez Eileen Riordan Annette Barrick Wendy Hammett Ron Myers Wes Nichols Joe Harvey Richard Aguilar Maria O'Brien	Deputy City Administrator City Attorney City Clerk Finance Director/City Treasurer Double Eagle Superintendent Collections Superintendent WW Superintendent Environmental Superintendent Modrall, Sperling, Roehl, Harris & Sisk P.A.

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

0:00:03 1. Call to Order

Craig Stephens called the meeting to order.

0:00:03 2. Roll Call and Determination of Quorum

Craig Stephens called Roll and it was determined that there was a quorum of voting members.

0:00:16 3. Approval of Agenda

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

0:00:24 4. Approval of Minutes of Regular Board of Water and Sewer Commission Meeting held on August 17, 2017

The motion was made by Larry Henderson and seconded by Fred Beard to Approve the Minutes of the Regular Board of Water and Sewer Commissioners Meeting held on August 17, 2017. The Vote was as follows, Yes: Craig Stephens, Gary Perkowski, and Larry Henderson, Russell Hardy and Fred Beard, No: None, Absent: None. The Motion passed.

0:01:08 7. Financial Reports presented by Wendy Hammett

Wendy Hammett reported on the Revenues and Expenditures. She said the report is favorable and she has no concerns. Mr. McCutcheon said he is glad to see the strengthening of the funds.

0:02:16 5. Water and Sewer Department Monthly Reports presented by Ron Myers

Ron Meyers told the Board that Jamey Schwiger is no longer working with the City of Carlsbad. He has taken a job outside the City. Mr. Myers continued his report by discussing the following: Sheep Draw pumping, DE System, WWTP, Effluent Project, and Septage. Mr. McCutcheon requested a cost analysis on the Septage and asked for the survey be returned to the Board for review. Joe Harvey reported that the Waste Water Treatment Plant is running well. Wes Nichols reported that the Line Cleaning is on-going. He said he has ordered a new camera with the approval from City Council. He said the Department is in need of a new Jet Truck. Mr. McCutcheon said the he will look at that possibility during mid-year budget review.

0:09:27 6. Utilities Department Project Updates presented by Ron Myers

Luis Camero said the Double Eagle, Phase 3 is 60% to 70% complete and BLM's approval is coming in soon. He reported on the Water/Sewer Projects as follows: The Lift Stations are complete. The 5 wells are operating. Mr. McCutcheon said the City received a more favorable cost estimate from the Engineers. He said we have funds put together for Double Eagle Phase 3, so we are anxious to get the bids. Mr. Camero said we have a 10% contingency; and he is confident in the funding.

Wendy Hammett said the Water/Finance Department have mailed out over 1000 Lien Letters for unpaid water bills. She explained the process moving forward.

Ron Myers handed out photos of the Well #6 project. He said the expected completion date is November.

16:22 Steve McCutcheon introduced Maria O'Brien from Modrall, Sperling, Roehl, Harris & Sisk P.A. He said the City has had a long standing relationship with Ms. O'Brien, she is the City's Water Counsel. He said Ms. O'Brien has long-term knowledge of the City's Water Rights.

Ms. O'Brien said it is an honor to work with the City of Carlsbad. She thinks the City has been incredibly proactive and forward thinking in their Water Management. Carlsbad has continued to manage their water resources. Ms. O'Brien briefly explained the status of the Lea County Protest.

0:45:20 8. Adjourn

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

Chairman