

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF WATER AND SEWER  
COMMISSIONERS HELD ON DECEMBER 19, 2013, AT 8:30 A.M. IN THE  
PLANNING ROOM, #204, AT CITY HALL, 101 N. HALAGUENO STREET,  
CARLSBAD, NM**

<b>VOTING MEMBERS PRESENT:</b>	<b>Craig Stephens Steve Massey Larry Sells Larry Henderson</b>	<b>Chairman Member Member Member</b>
<b>VOTING MEMBERS ABSENT:</b>	<b>Gary Perkowski</b>	<b>Member</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>BOARD SECRETARY PRESENT:</b>	<b>Steve McCutcheon</b>	<b>Ex-Officio/City Administrator/Secretary</b>
<b>OTHER PRESENT:</b>	<b>Eileen Riordan Tai Etchevery Luis Camero Annette Barrick Michael Hernandez Jamey Schwiger Joe Harvey Richard Aguilar  Art Sena</b>	<b>City Attorney Internal Auditor Utilities Director City Clerk/Exec Asst. Deputy Director Utilities DE Water Superintendent Water Superintendent Environment Services Superintendent WW Superintendent</b>

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

**0:00:00                    1. Call to Order (8:28:51 a.m.)**

Craig Stephens called the meeting to order.

**0:00:07                    2. Roll Call and Determination of Quorum**

Craig Stephens called Roll and a Quorum was confirmed. Those present were: Craig Stephens, Larry Sells, and Steve Massey. Absent: Gary Perkowski and Larry Henderson.

**0:00:26**                    **3.      Approval of Agenda**

The motion was made by Steve Massey and seconded by Larry Sells to approve the Agenda of the December 19, 2013, Meeting of the Board of Water and Sewer Commissioners. The vote was as follows, Yes: Stephens, Massey, and Sells, No-None; Absent- Perkowski and Henderson. The Motion passed.

**0:00:37**                    **4.      Approval of Minutes of Regular Meeting of the Board of Water and Sewer Commissioners meeting held on November 21, 2013**

The motion was made by Larry Sells and seconded by Steve Massey to approve the Minutes of the Regular Board of Water and Sewer Commissioners Meeting held on November 21, 2013. The vote was as follows, Yes: Stephens, Massey, and Sells; No-None; Absent- Perkowski and Henderson. The Motion passed.

(8:33 a.m.) Larry Henderson arrives at the meeting.

**0:00:59**                    **5.      Check Register and Bills**

Larry Sells began the review of the Check Register. The following items were discussed:

Item 2: Hydrogeologic Services, Inc.- Construction of Hudson & Caprock # 19 DE Well

Item 41: Additional Jeep Wrangler 4 X 4 for meter reading

Item 3: Metal Building for WWTP

And further discussion was held regarding the upcoming construction of Metal Building at Double Eagle.

The motion was made by Steve Massey and seconded by Larry Sells to approve the Check Register and Bills. The vote was as follows, Yes: Stephens, Henderson, Massey, and Sells, No-None; Absent- Perkowski. The Motion passed.

**0:06:37**                    **6.      Operating Reports**

**a.      Statistical Reports**

**b.      Water and Sewer Monthly Reports**

Mr. Stephens said everything is holding steady, the meter count is staying up.

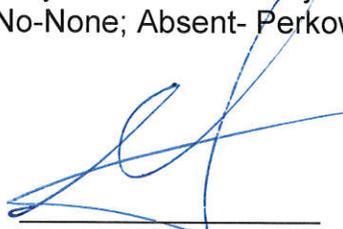
The motion was made by Steve Massey and seconded by Larry Henderson to approve the Operating Reports. The vote was as follows, Yes: Stephens, Henderson, Massey, and Sells, No-None; Absent- Perkowski. The Motion passed.

**0:10:51**                    Steve McCutcheon told the Commissioners that Luis Camero and Richard Aguilar have developed some regulations for disposal of septic tanks waste and septic systems. He said the plan is to hear that item at the next meeting. He said currently there are no charges for the services but with Council's approval of man-camps and the recent growth in the city, it has become necessary to regulate and charge for the services.

There was discussion regarding:  
Possible Protest of Well in Capitan  
PER for Effluent Reuse  
Possible new Fire Stations  
Holding Tanks and Additional Pumping Capacity  
Potential sale of Effluent  
Lowering of Pecos River in January 2014

**0:34:46 8. Adjourn (9:03:54 AM)**

The motion was made by Steve Massey and seconded by Larry Henderson to Adjourn. The vote was as follows, Yes: Stephens, Henderson, Massey, and Sells, No-None; Absent- Perkowski. The Motion passed.



Chairman