

**Tyrone Water & Wastewater Association**  
**Monthly TWWA Board Meeting**  
**June 18, 2025**

**Final Minutes-Approved at the July 16, 2025 TWWA Board Meeting**

- 1. Call to order and declare a quorum – Alan Berg**
  - a. Alan Berg called the meeting to order. Alan Berg, Doug Gorthy, and Angie Roach were present. Alan Berg declared a quorum.
- 2. Approval/disapproval of Agenda-deletions**
  - a. Alan Berg stated that there were no deletions to the agenda. Doug Gorthy made a motion to approve the agenda as presented. Angie Roach seconded the motion. The agenda was approved unanimously.
- 3. Approval/disapproval of the minutes of May 21, 2025 annual membership meeting**
  - a. Alan Berg provided a correction to the draft minutes. He stated that it was Diana Cruzan who had made the motion to approve the draft minutes of the April 16, 2025 board meeting and that Elizabeth Gonzales seconded the motion.
  - b. Angie Roach moved to approve the minutes as corrected. Doug Gorthy seconded the motion. The minutes were approved unanimously.
- 4. Approval/disapproval of May 2025 Statement of Financial Condition**
  - a. Alan Berg noted that we are in the process of converting to the new accounting system. By June 1<sup>st</sup>, we submit our draft budget to the State; the line numbers in these documents conform to those required by the State.
  - b. Statement of Activity
    - i. Our revenue was \$20,735 from assessments and \$2284 from the water usage fee. We spent \$3835 in funds from the Freeport-McMoRan grant. These revenues are meeting our budget, but we still need to pursue collections against overdue accounts.
    - ii. The largest expenses were for Eddie Mendoza (water operator), Accounting, and Electricity. All items were within budget.
  - c. Statement of Financial Position
    - i. Alan stated that the Statement of Financial Position is still in the old format; we will stop using this format on June 31<sup>st</sup>. At that time, the old USDA reserves will be removed. Next fiscal year, the reserves will be in only 3 categories. Alan also noted that our goal is to allocate 12% of our budget to reserves.
    - ii. At Carney Foy’s suggestion, we are now writing off bad debt as “Allowance for doubtful account”. If we are able to collect the debt later, then we can treat that money as revenue.
    - iii. With the new format, the current asset categories will go away, and the new asset categories will more accurately reflect our reality.
    - iv. While the USDA debt is still shown in this month’s document, we have paid the debt off.
  - d. Alan Berg stated that our Accountant, Jennifer Klotz, is already working with Carney Foy on next year’s audit.
  - e. Doug Gorthy moved to approve the financial documents. Angie Roach seconded the motion. The documents were approved unanimously.
- 5. Old Business**
  - a. Status reports on:
    - i. **CIF-6443-Water system construction**
      1. Alan Berg stated that the final documents for both CIF-6443 and CIF-6444 were submitted to the State today. These last documents were estimates of the spend schedule (i.e., will most of the funds be spent early in project, evenly through time, or at the end of the project).
      2. Question: When will we break ground on these projects? Likely November.
    - ii. **CIF-6444-Water tower rehabilitation**
      1. See Item 5ai above.

**iii. CIF-6739-Design of new wastewater lines in the townsite**

1. Alan Berg noted that this project is in the “pipeline”. Pun intended.

**iv. RIP-00056-Wastewater line inspection and technical memo**

1. Alan Berg stated that Bohannon Huston (BHI) is working on the technical memo based on the recent scoping of our sewer lines. The memo will say that our current sewer is “shot” and will provide an estimate of the funds needed to produce an engineering design for a new system.
2. We are still trying to coordinate the water and sewer line work, so that we only have to dig up the streets once. We are investigating the possibility of applying for funds from the Interstate Stream Commission.

**b. PPRF-6659 loan with the New Mexico Department of Finance that replaces the USDA/RD loan. Loan closed on May 30, 2025.**

- i. Alan Berg stated that the New Mexico Department of Finance paid off the USDA loan on May 30<sup>th</sup>. We are still waiting for loan release documents from the USDA. There do not appear to be any liens on our properties.

**6. New Business**

**a. Approval/disapproval of Resolution 2025-20 Asset Management Plan for Fiscal Year 2026.**

- i. The Asset Management Plan documents the town’s history, our assets, how the assets are managed, and life cycle costing for the assets. This document is required by the State.
- ii. The Board members acknowledged that they had reviewed the document. Alan Berg stated that he could email a copy to anyone else that would like it.
- iii. Doug Gorthy made a motion to approve Resolution 2025-20. Angie Roach seconded the motion. Resolution 2025-20 was approved unanimously.

**b. Approval/disapproval of Resolution 2025-21 Asset list and depreciation schedule for assets with a value of over \$5,000.**

- i. Alan Berg reviewed the TWWWA Fixed Asset List.
  1. The list includes the land parcels that are worth over \$15,000. Note that the value of these assets is halved due to the joint ownership with the Tyrone Community Association (TCA).
  2. The sewer lines, water tower and water lines are all fully depreciated and valued at \$1 each.
  3. The lift station is new and will start to be depreciated.
  4. The vehicle list is not fully current. The only vehicles that we have left are the Polaris and the lawnmowers. We sold the trucks and backhoe at auction. Unfortunately, the old values that we inherited were outdated, so we’ll have to provide an explanation for the difference in the old values and actual sale price within the accounting documents.
- ii. Questions and Comments from the Board
  1. The lift station is shown as having a 10-year life. Who determines that? The Engineers determine that. It’s based on the lifespan of the pumps and switch gears. The tank will likely have a 30-year life.
  2. Should we break the tank out separately? It may not matter. We can always do that next year.
  3. If the State says that our lift station has a 10-year lifespan, are they aware that they will need to replace it in about 10 years? Yes, either they will, or we will.
  4. Will the State have a problem that we’re changing our asset list? No, in fact, they will appreciate that we are managing it better.
- iii. Doug Gorthy made a motion to approve Resolution 2025-21. Angie Roach seconded the motion. Resolution 2025-21 was approved unanimously.

**c. Approval/disapproval of a task force to consider opportunities to use Townsite properties to generate income or revenue in addition to monthly water bill charges and monthly assessments. Doug Gorthy**

- i. Doug Gorthy stated that at the last TCA meeting, Community Members had complained about the RVs and stock trailers that are parked in our streets; they are both a nuisance and unsightly. Doug suggested that perhaps we could use some of our property to provide parking spots for trailers. We wouldn't do that for free but rather it would be an additional way for us to generate some income.
- ii. Doug Gorthy noted that we need to assess both demand and willingness to pay before we move forward with a plan like this. We already have the land, so if there is a demand, it seems like it would be foolish not to consider this option.
- iii. Questions and Comments by Board and Community Members
  - 1. Isn't there a stipulation from Freeport-McMoRan (formerly Phelps Dodge) that the property cannot be used for revenue – that it remains recreational? We need to check the wording and discuss with Freeport-McMoRan. We think it shouldn't be a problem, but it would be better to check upfront.
  - 2. We could use the back 1/3<sup>rd</sup> of the park's parking lot. It's already leveled and graveled; it would just need a fence and gate.
  - 3. Some of the RVs are very distressed. There are also boats and agricultural equipment.
  - 4. Open storage at the nearest storage facility is \$40 per month. Deming has covered storage for \$100 per month.
  - 5. Would people from out-of-town be allowed to use the storage? Yes, but we would consider Tyrone residents first.
  - 6. Would the task force consider storage sheds as well? The task force would look at all the options.
- iv. Doug Gorthy made a motion to approve the creation of a task force to consider opportunities for alternate use of Townsite properties. Angie Roach seconded the motion. The motion passed unanimously.
- v. Doug Gorthy and Alan Berg volunteered to be on the task force. They are looking for additional volunteers – perhaps someone from TCA?

## 7. Report and Approval of Officers and Committees

### a. President's Report

- i. Alan Berg stated that the TWWA has started its own Facebook page. It will be used to disseminate TWWA information; it is not intended to compete with the TCA's Facebook page.
- ii. Alan reminded everyone not to flush "Dude Wipes". He modeled a t-shirt with that message.
- iii. Alan Berg stated that he would cover water operator information in Eddie Mendoza's absence.
  - 1. The Consumer Confidence Reports came out today. We will send them out via emails (where we have them) and by regular mail.
  - 2. We are still gathering information on the Lead and Copper Rule as it is released.
  - 3. Alan and Eddie met with File Construction regarding minor issues related to the new lift station:
    - a. The fasteners fell off the cable that holds the hoist. This issue is within the warranty.
    - b. The shed roof shakes in the wind. File Construction declines to fix this item.
  - 4. Alan and Eddie are also looking at options to keep the control panels at the lift station cool in the summer.

**b. Secretary's Report** - Nothing to report.

**c. Treasurer's Report-No Treasurer**

**d. Doug Gorthy-member** – Nothing to report.

**e. Elizabeth Gonzales-member** – Not present.

**f. Water Operator - Eddie Mendoza** – Not present.

## 8. Input from property owners and residents

- a. No additional comments were received.

## 9. Adjournment-A. Berg

- a. Doug Gorthy made a motion to adjourn the meeting. Angie Roach seconded the motion. The motion was approved unanimously.