



ANTHONY WATER & SANITATION DISTRICT

P.O. BOX 1751 • ANTHONY, NEW MEXICO 88021 • (575) 882-3922

**REGULAR BOARD MEETING
AGENDA
OCTOBER 15, 2024**

12:00 PM

AWSD Office Building, 1155 N. 4th St., Anthony, NM

You can join meeting using your phone by dialing,

United States: +1 (720) 740-9770,

Access Code: 6859277#

I. CALL TO ORDER AND DECLARATION OF QUORUM.

ROLL CALL:

Present:	Chair, Yolanda Alvarez,	Yes	No
	Vice Chair, Ron Gillett	Yes	No
	Board Member, Veronica Rodriguez	Yes	No
	Quorum Established	Yes	No.

II. PLEDGE OF ALLEGIANCE.

III. CONSIDERATION AND TAKE ACTION OF READING AND APPROVAL OF MINUTES OF SEPTEMBER 17, 2024, REGULAR BOARD MEETING.

IV. CONSIDERATION AND TAKE ACTION OF APPROVAL OF AGENDA ORDER OF THE AWSD BOARD OF DIRECTORS FOR OCTOBER 15, 2024.

V. PUBLIC/CITIZEN PARTICIPATION COMMUNITY DISCUSSION.
(A 3 MINUTE PRESENTATION TIME LIMIT IS IMPOSED FOR EACH PERSON ADDRESSING THE AWSD BOARD DURING THE PUBLIC COMMENT PERIOD).

VI. NEW BUSINESS

1. CONSIDERATION AND TAKE ACTION OF APPROVAL OF RESOLUTION 2024-12: AMENDING AWSD OPEN MEETINGS RESOLUTION 2024-1 TO REVISE THE TIME OF MONTHLY MEETINGS FROM 12:00 PM, THE THIRD TUESDAY OF EACH MONTH TO 6:00 PM, THE THIRD TUESDAY OF EACH MONTH UNLESS CANCELED OR OTHERWISE CHANGED.
2. CONSIDERATION AND DISCUSSION OF A PROPOSAL TO CHANGE THE RATIO FOR THE PAYMENT FOR DISTRICT AND EMPLOYEE TOTAL SHARED HEALTH AND OTHER INSURANCE BENEFITS COSTS FROM 80% DISTRICT PAID/20% EMPLOYEE PAID TO 85% DISTRICT PAID/15% EMPLOYEE PAID.

VII. OLD BUSINESS.

1. WATER REPORT (AWSD & DA): OCTOBER 2024.
2. FINANCIAL REPORTS (AWSD & DA): OCTOBER 2024.

VIII. CLOSED SESSION.

1. NOTICE IS HEREBY GIVEN THAT THE ANTHONY WATER & SANITATION BOARD OF DIRECTORS WILL MEET IN EXECUTIVE SESSION PURSUANT TO NMSA 1978, SECTION 10-15-1(H)(2) TO DISCUSS LIMITED PERSONAL MATTERS REGARDING ANNUAL LEAVE AND SICK LEAVE POLICY.
2. RETURN TO OPEN SESSION.

IX. ADJOURN

The Governing Body (Board of Directors of AWSD) may revise the order of the agenda items considered at this Open Meeting. If you are an individual with a disability who needs an amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or take part in the hearing or Meeting, please contact the Office Manager at (575) 618-7333 at least three days prior to the meeting.



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ANTHONY WATER & SANITATION DISTRICT MINUTES

Regular Board of Directors Meeting Minutes

AWSD Office Building, 1155 North Fourth Street, Anthony, NM 88021

September 17, 2024

- I. Roll Call, determination of quorum and the Regular Board of Directors meeting was called to order at 12:07PM, by Board Chair and Board Member Yolanda Alvarez.

ROLL CALL:

Present:	Chair Yolanda Alvarez, (by telephone)	Yes	No
	Vice Chair, Ron Gillett, (by telephone)	Yes	No
	Board Member, Veronica Rodriguez, (by telephone), arrived at 12:10PM	Yes	No
	Quorum Established,	Yes	No

Staff in Attendance:

Jose Terrones, AWSD Superintendent, (by telephone).
Robert Coleman, AWSD Office Manager and Secretary/Treasurer, (by telephone).

Consultants in attendance:

None.

Public in Attendance:

Raul Millian, Business Development Manager, Graymar Environmental.
Carlos Romero, community resident (arrived after BOD meeting adjourned).

- II. PLEDGE OF ALLEGIANCE. Superintendent Jose Terrones led the Pledge of Allegiance.
- III. READING AND APPROVAL OF MINUTES OF August 20, 2024, REGULAR BOARD MEETING was presented by Ron Gillett, Board Vice Chair and Board Member and seconded by Yolanda Alvarez Board Chair and Board Member duly considered and carried by a vote of the Board of Directors, 2 Ayes, 0 Noes, and 1 Board Member absent.
- IV. APPROVAL OF AGENDA OF THE AWSD BOARD OF DIRECTORS OF AUGUST 20, 2024.

MEETING to approve AGENDA OF August 20, 2024, REGULAR BOARD MEETING, was presented by Veronica Rodriguez, Board Member and seconded by Board Member Ron Gillett, Board Vice Chair and Board Member duly considered and carried by a vote of the Board of Directors, 3 Ayes, 0 Noes, and 0 Board Member absent.

V. PUBLIC/CITIZEN PARTICIPATION COMMUNITY DISCUSSION. (A 3-MINUTE PRESENTATION TIME LIMIT IS IMPOSED FOR EACH PERSON ADDRESSING THE AWSD BOARD DURING THE PUBLIC COMMENT PERIOD).

Raul Millian representing Graymar Environmental spoke of his company's capabilities and services; offering these to the district upon need.

VI. NEW BUSINESS.

None.

VII. OLD BUSINESS.

1. WATER REPORT (AWSD & DA) FOR SEPTEMBER 2024.

Superintendent Terrones presented and discussed the tabulated results of the water and wastewater use and loss reports for AWSD and the water use and loss reports for Desert Aire for the NM State Engineer's reporting month of AUGUST 2024. A motion to approve WATER REPORT (AWSD & DA) was presented by Veronica Rodriguez, Board Member and seconded by Ron Gillett, Board Vice Chair and Board Member duly considered and carried by a vote of the Board of Directors, 3 Ayes, 0 Noes, and 0 Board Member absent.

2. FINANCIAL REPORTS FOR SEPTEMBER 2024.

Superintendent Terrones presented the Financial Report information for the district and Desert Aire. No questions were asked. A motion to approve FINANCIAL REPORT (AWSD & DA) was presented by Veronica Rodriguez, Board Member and seconded by Ron Gillett, Board Vice Chair and Board Member duly considered and carried by a vote of the Board of Directors, 3 Ayes, 0 Noes, and 0 Board Member absent.

August 20, 2024, Regular Board of Directors meeting of the Anthony Water and Sanitation District adjourned at 12:23PM.

**APPROVAL OF MINUTES FOR REGULAR BOARD OF DIRECTORS
MEETING**

September 17, 2024

BOARD MEMBER

BOARD MEMBER

BOARD MEMBER

SECRETARY TAKING MINUTES

DATE



ANTHONY WATER & SANITATION DISTRICT

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**RESOLUTION 2024-12
AMENDING RESOLUTION 2024-1
ANTHONY WATER & SANITATION DISTRICT
OPEN MEETINGS RESOLUTIONS**

WHEREAS the board of Directors of the Anthony Water & Sanitation District had their regular board meeting at via telephone conference, on January 19, 2021, at 12:00 p.m. by law; and

WHEREAS Section 10 -15 - 1(B) of the Open Meetings Act (NMSA 1978, Sections 10 -15 - 1 to 10 – 15 – 4) states that, except as may be otherwise provided in the Constitution or provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative and judicatory body or other policymaking body of any state or local public agency hold for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation, or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS Section 10 -15 - 1(D) of the Open Meetings Act requires the Board of Directors of the Anthony Water & Sanitation District to determine annually what constitutes reasonable notice of its public meetings.

WHEREAS the Board of Directors favors changing the time of its regular monthly public meetings from 12:00 p.m. to 6:00 p.m. on the third (3rd) Tuesday of the month.

**RESOLUTION 2024-12
AMENDING RESOLUTION 2024-1
ANTHONY WATER & SANITATION DISTRICT
OPEN MEETINGS RESOLUTIONS
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NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Anthony Water & Sanitation District that:

1. Resolution No. 2024 – 1 is hereby amended as noted and reflected hereby.
2. All meetings shall be held at 1155 N Fourth, Anthony, New Mexico at 6:00 p.m. or as indicated in the meeting notice.
3. Unless otherwise specified, regular meeting shall be held each month on the third (3rd) Tuesday of the month. The agenda will be available at least seventy-two hours prior to the meeting from the Superintendent of the district, whose office is located 1155 N Fourth, Anthony New Mexico and at the locations listed in paragraph 5. Notice of any other regular meetings will be given ten (10) days in advance of the meeting date. The notice shall indicate how a copy of the agenda may be obtained.
4. Special meetings may be called by the Superintendent of the District or Chair upon three (3) days' notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least twenty-four hours before any special meetings.
5. Emergency meetings will be called only under unforeseen circumstances, which demand immediate action to protect the health, safety, and property of citizens or to protect the public body from substantial economic loss. The district will avoid

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AMENDING RESOLUTION 2024-1
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emergency meetings whenever possible. Emergency meetings may be called by the Chairperson or a majority of the members upon twenty-four (24) hours.

notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information in how the public may obtain a copy of the agenda.

6. For regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place, and agenda is posted in the following locations:
 1. Anthony Water and Sanitation District, 1155 N. Fourth Street, Anthony New Mexico 88021.
 2. Gillette Insurance, 142 N. Main Street, Anthony, New Mexico 88021.
 3. New Mexico Gas Company, 350 Acosta Street, Anthony, New Mexico 88021.
7. For special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice if the date, time, place, and agenda is posted at Anthony Water and Sanitation District located at 1155 N Fourth Street, Anthony, New Mexico 88021.

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8. In addition to the information specified above, all notices shall include the following language:

“If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Office Manager at (575) 882-3922 at least one week prior to the meeting or as soon as possible.

Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Office Manager at (575) 882-3922 if a summary or other type of accessible format is needed.”
9. The Board of Directors of the district may close a meeting to the public only if the subject matter of such discussion or action is excepted from the open meeting requirement under Section 10 – 15 - 1(H) of the Open Meeting Act.
 - a) If any meeting is closed during open meeting, such closure shall be approved by a majority vote of a quorum of the district Board taken during the open meeting. The authority for the close meeting and the subjects to be discussed shall be recorded in the minutes. Only those subjects

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specified in the motion may be discussed in the closed meeting, circumstances, stating the specified provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the public.

- b) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meetings were limited only to those specified in the motion or notice for closure.
- c) Except as provided in Section 10 -15 - 1(H) of the Open Meeting Act, any action taken because of discussions in a closed meeting shall be made by vote of the district Board in an open public meeting.

**RESOLUTION 2024-12
AMENDING RESOLUTION 2024-1
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OPEN MEETINGS RESOLUTIONS
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PASSED, ADOPTED AND APPROVED by the Board of Directors of the Anthony Water & Sanitation District this _____ day of _____ 2024.

Member of the Board of Directors
Anthony Water & Sanitation District

Member of the Board of Directors
Anthony Water & Sanitation District

Member of the Board of Directors
Anthony Water & Sanitation District

ATTEST:

Robert Coleman
Secretary-Treasurer
Anthony Water & Sanitation District