

**OFFICIAL MINUTES AND ACTIONS TAKEN  
ARCH HURLEY CONSERVANCY DISTRICT'S  
BOARD OF DIRECTORS**

**Tuesday, October 8, 2013**

**Directors Present:** President Larry Perkins, Vice President Phillip Box and Secretary/  
Treasurer UV Henson

**Directors/Staff  
Absent:** Directors Robert Evans and J.D. McEwen

**Staff Present:** District Manager Franklin McCasland, Maintenance Supervisor  
Craig Hoffman, Office Manager Donna Lafferty and Land/Water  
Clerk Misty Gulley

**Guests Present:** Jimmy Speed, Richard Dahl and Frances Dahl

**MEETING CALLED TO ORDER**

Finding a quorum present and finding this regularly scheduled meeting of the Arch Hurley Conservancy District's Board of Directors duly advertised, as required by statute, President Perkins called this meeting to order at 9:04 a.m. in the District Office.

**PLEDGE OF ALLEGIANCE AND INVOCATION**

The Pledge of Allegiance was lead by President Larry Perkins and the Invocation was given by President Larry Perkins.

**APPROVAL OF MINUTES – REGULAR SCHEDULED MEETING  
SEPTEMBER 10, 2013  
AND SPECIAL MEETING SEPTEMBER 19, 2013**

Director Box made the motion to approve the draft minutes of the Arch Hurley Conservancy District's September 10, 2013, regular meeting and the Special Meeting held September 19, 2013. The motion was seconded by Director Henson. Motion carried 3-0.

Directors Voted:

Perkins – “YES”

McEwen – “ABSENT”

Box – “YES”

Evans – “ABSENT”

Henson – “YES”

## MANAGER'S REPORT

Today the Conchas Lake elevation is at 4,179.9 feet. Last year at this time the elevation of Conchas Lake was 4,157.1 feet. Conchas Lake received 69,160 acre feet of inflow for the month of September and had a loss of 2,114 acre feet from evaporation and other losses.

On September 13, AHCD mailed assessments to all past due Class A property owners.

On September 17, AHCD was scheduled for a BOR Contract Compliance Audit. We were contacted and the audit was re-scheduled for October 31. I spoke with Randy Rust on October 1 and that date may also have to be re-scheduled if the federal government doesn't pass a budget or a continuing resolution.

On September 23, Mike Clement from DLM Contracting in Albuquerque arrived to bid on a BOR quote for building improvements and ADA upgrades. I called Jed Parker from the BOR to see what the scope of work was going to include. To date, AHCD has not received any information from the BOR.

This year the National Water Resources Association (NWRA) will be held in San Antonio, Texas on November 13, 14 and 15. If any board member would like to attend this water conference, please let me know.

On September 27, the leased excavator broke down. We call for a repair technician to come out. He arrived on October 1<sup>st</sup> with no success. They returned on October 2<sup>nd</sup> and got the excavator repaired late that evening.

AHCD is pricing computers for the office. The cost will range from \$1,100 to \$1,300 for each station.

Arch Hurley employees have completed the third quarter with no accidents. The employees will receive their safety incentive checks this week following the monthly safety meeting.

The men are spraying salt cedars and woody vegetation on the canal right of way. The men are cleaning the Bugg Canal with the two excavators from the 11 mile road to the Hudson Canal. We will go upstream on the Hudson Canal repairing washouts. The 4100 Gradall is broke down right now for hydraulic cylinder repairs. This Gradall should be back in service late this week. The 660 Gradall is cleaning in "F" Unit and will move to "E" Unit this week. The compact excavator is cleaning upstream on the Thomas lateral to the Conchas lateral.

AHCD has documented the storm damage on the Main Canal from Conchas Lake to the County Line Check. We will move the maintenance equipment to that area once we have completed repairs in the irrigation district.

Manager McCasland presented pictures that showed damage to canal system from recent rain storms.

### **VISITORS**

Richard Dahl stated that he appreciates the Quay County Sun reporting on the Arch Hurley meetings. He stated that it is a good method to keep informed of the meetings when he was unable to attend. He asked about the Los Alamos study and Director Box informed him the final report will be available the first of 2014.

Frances Dahl stated that the computer up-date prices sounded reasonable. She also wanted to know about putting rip-rap in erodible areas and if the ditches would be ready for the water season in 2014. President Perkins stated that AHCD is working toward all the ditches to be ready by March.

### **REVIEW CONCHAS LAKE ELEVATION**

Manager McCasland stated that the elevation of the lake is 4179.9. Director Box stated that he saw the lake this past weekend and it looks good. The elevation of Conchas Lake will stay on the agenda for informational purposes for the constituents.

### **BOR BUILDING IMPROVEMENTS AND SHIPO GRANT**

Misty Gulley reported on a small grant from NM Historic Preservation division and funded thru National Parks. The roof for the building and electrical and lighting in the Board Room are the areas to be addressed. Quotes have been received for both items. Since the building is on the historic registry, we have to be historically accurate and materials have to agree with SHIPO guidelines. SHIPO also wants to write an article about the restoration of the building. After hearing the report, Director Box made the motion to apply for this grant. The motion was seconded by Director Henson. Motion carried 3-0.

Directors Voted:

Perkins – “YES”

McEwen – “ABSENT”

Box – “YES”

Evans – “ABSENT”

Henson – “YES”

### **FILLING 2014 STAFF VACANCIES**

Manager McCasland stated there are deficiencies of Arch Hurley staff with the ditch riders. At the present time, there is no one in Unit G and there isn't a relief ditch rider. There are some vacancies in the maintenance department as well. Manager McCasland was directed to start the process of hiring by accepting employment applications and advertising.

### **OBAMA CARE REQUIREMENTS FOR AHCD**

Manager McCasland stated that employees were required to have the information given to them by October 1. Arch Hurley employees were given paperwork with payroll #20. Director Box made the motion for Arch Hurley to comply with the Affordable Health Care Act. The motion was seconded by Director Henson. Motion carried 3-0.

Directors Voted:

Perkins – “YES”

McEwen – “ABSENT”

Box – “YES”

Evans – “ABSENT”

Henson – “YES”

### **WORKERS COMP EXPERIENCE RATING FOR 2014**

Manager McCasland stated the Experience Rating for 2012 was 1.58 with a premium of \$63, 972. The rating dropped to 1.15 in 2013 and the rating for 2014 is .87. Our premium for 2014 will be approximately \$10,000. We will receive a tier discount in 2014. Workers' comp premiums are based on frequency and severity of claims. The Safety Incentive Program has been a very effective cost-savings program.

### **CAPITAL OUTLAY FUNDING AND COMPACT EXCAVATOR QUOTE**

Manager McCasland stated that the bond will be sold in December for the Capital Outlay. Arch Hurley will then be able to start the RFP process when the money is received hopefully in January. Manager McCasland would like to lease the small excavator for at least another month. There has been a savings in fuel from using the small excavator instead of using the gradall. Director Box made the motion to lease the small excavator for another month. The motion was seconded by Director Henson. Motion carried 3-0.

Directors Voted:

Perkins – “YES”

McEwen – “ABSENT”

Box – “YES”

Evans – “ABSENT”

Henson – “YES”

### **GICON PUMPS FOR CONCHAS LAKE & CDBG PLANNING GRANT**

Manager McCasland stated that in the Board packet is the quote on 3 pumps that would be installed at the headworks. One of the concerns for these pumps is the power source. This \$50,000 planning grant requires an income survey for Quay and San Miguel Counties. The county census will work in Quay County and a survey of Big Mesa user will need to be completed for San Miguel County. Donna Lafferty and Misty Gulley will attend the Big Mesa Board Meeting on Oct. 12 for permission to do this survey. This CDBG Planning Grant will be to obtain a preliminary engineering report for the headworks and to identify stations to install the pipe, diameter and what kind of pipe. By having this engineering report done now, when the WaterSmart Grant is applied for all the engineering will already be completed.

### **STATE OF NM EXECUTIVE ORDER 2013-031**

Director Henson made the motion to apply for disaster relief in San Miguel County thru Executive Order 2013-031. The motion was seconded by Director Box. Motion carried 3-0.

Directors Voted:

Perkins – “YES”

McEwen – “ABSENT”

Box – “YES”

Evans – “ABSENT”

Henson – “YES”

### **DIRECTOR’S COMMENTS**

President Perkins expressed his appreciation for all the on-going work. The majority of the ditch cleaning will be finished this year. The small excavator is doing an excellent job- in foresight, fuel savings, less wear and tear on the ditches and is a progressive action for the district.

### **EXECUTIVE SESSION**

Director Box made the motion to go into executive session. The motion was seconded by Director Henson. Motion carried 3-0. A roll call was taken and each of the directors voted yes. Directors went into executive session at 10:43 a.m.

Directors Voted:

Perkins – “YES”

Evans – “ABSENT”

McEwen – “ABSENT”

Box – “YES”

Henson – “YES”

### **EXECUTIVE SESSION**

Director Henson made the motion to come out of executive session. The motion was seconded by Director Box. Motion carried 3-0. A roll call was taken and each of the directors voted yes. Directors came out of executive session at 12:30 p.m. President Perkins stated that only threatened or pending litigation and limited personnel matters was discussed.

Directors Voted:

Perkins – “YES”

McEwen – “ABSENT”

Box – “YES”

Evans – “ABSENT”

Henson – “YES”

### **ACTION FROM EXECUTIVE SESSION**

Director Box made a motion to authorize the legal process to begin on delinquent accounts 4 years and older. An attempt to identify the mortgagee on the property will be made so that they will receive a copy of the letter. The motion was seconded by Director Henson. Motion carried 3-0.

Directors Voted:

Perkins – “YES”

McEwen – “ABSENT”

Box – “YES”

Evans – “ABSENT”

Henson – “YES”

### **CONSIDERATION OF BILLS**

Director Henson made a motion to pay the submitted bills. The motion was seconded by Director Box. Motion carried 3-0.

Directors Voted:

Perkins – “YES”

McEwen – “ABSENT”

Box – “YES”

Evans – “ABSENT”

Henson – “YES”

**ADJOURNMENT OF REGULAR MEETING-**

With no further business to discuss, the meeting was adjourned at 12:41 p.m. with a unanimous vote.

ARCH HURLEY CONSERVANCY DISTRICT

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President Larry Perkins

**ATTEST:**

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Secretary/Treasurer UV Henson

