

Pinos Altos Mutual Domestic Water Consumer Association

Annual Meeting Minutes Wednesday Sept 25, 2019 Pinos Altos Fire Station

Meeting was called to order at 7:01 pm by Shay Stark-Lane, president

All five board members were in attendance. Shay Stark-Lane, President; Allan Phillips, Vice President; Becky Dinwiddie, Treasurer; Gary Geisler, Secretary and David Van Auker, Member at Large.

April Mathews, Bookkeeper; Linda Davilla, Meter Reader; Ann Estensen, Cathy Phillips, Tim Pugh, Bob Garrett, Terry Lane and Cheryl Spiers-Phillips were also in attendance.

A quorum was proved.

The agenda was approved. Agenda was posted 7 days prior on our website, at the PA Fire Station and on PA Facebook page.

Minutes from July 17 Regular Meeting and August 22 Special Meeting were approved.

President's Report:

Discussed active accounts and accounts without meters so an accurate record of accounts using water can be sent to Brown & Esqueda. A letter to accounts without meters was discussed. This item was tabled until the board gets exact number and association members without a meter. Confirmed that we received half of repair cost for hydrant damage for Grant County. Board positions up for election were Vice President, Treasurer and Secretary. Alan Phillips was elected to continue as Vice President, Becky Dinwiddie was elected to another term as Treasurer and Gary Geisler was elected to serve as Secretary. Member newsletter was updated and posted to the new and improved website. Discussed open meeting declaration and how to follow going forward. It was decided that Secretary will send the meeting minutes draft to all board members, via e mail, to approve and then draft minutes will be posted to website within 10 days after the meeting. These minutes will be marked "draft" until next meeting when they will be approved by board in open meeting. The board then approved the open meeting declaration unanimously. All members will review this declaration to ensure we follow and adhere to it. Next meeting, we will make sure the bylaws and declaration match.

Bookkeeper's Report:

Our water rates from Silver City were increased by \$.30 per 1000 gallons effective July 1 2019. Last increase from Silver City was 2016. There was a discussion on how much to raise the water rate for association members and when. The board approved an increase \$.30/1000 gals and make it effective January 1 2020. Only had 5 late notices this month. Decrease attributed to change in late fee policy. No disconnects. Moving forward late notices will be in red to differentiate from regular bill which is blue. Financials were emailed to board on time, actually early. Website is complete. All board members are impressed and pleased with changes. Discussed the Water Testing violation letter we are required to send to all member because of the failed testing due chain of custody issues in July. The final wording was agreed upon and April will try and mail out by Monday to all members. Will let Shay know exact

date. Discussed payments to J&S for repairs to lines at 69 Main. Also discussed refunding \$3000 to the owners as Dink Tatsch sent in a \$3000 check for the meter. Now they need to run a line under the road to the property. Discussed looking for another plumbing company as J&S quotes seem to be high and not detailed. Alan is going to look around.

Treasurer's Report:

Becky went over the MOA with town of Silver City. Need it back to them by October 22 so they can approve. She had questions on dates and other items but got them resolved. Shay is going to sign and get notarized and turn in to city. Discussed tax forms which are free online. All officers need to be set up with bank to be check signers. Becky needs names of check signers. Shay Stark-Lane, Alan Phillips, Becky Dinwiddie, Gary Geisler and David Van Auker will be check signers. Will give to bank and everyone needs to go to bank and sign card.

Certified Water Operator's Report:

Water samples for August and September were completed and OK. Shay discussed the hiring of Manny Orosco III to do our water samples starting in October. Cost of \$350 per quarter. Bob Garrett will show Manny III where to take samples and what Manny needs to perform tests.

Vice President's Report:

Alan talked about leak at Bear Creek Cabins, due to pressure at old unused meter. Discussed 69 Main street issue getting meter to property. New owner of property thought he had a meter. Meter fee has now been paid by previous owner, now need quote to run line to property, under the road. Will get at least two quotes for this. The annual maintenance check of shut off valves was tabled due to current feelings concerning J&S. Terry Lane, Tim Pugh and David Van Auker will meet with Alan so he can show them what he does for an emergency or line locates. It was also determined that Alan needs to put together a job description of everything he does. Also discussed maybe using Manny Orosco III to handle Alan's tasks. Shay to talk with him. Bob mentioned it might be worth hiring someone to perform Alan's job. Decided to address hiring someone to perform Alan's tasks at next meeting. Discussed better map of water lines. Decided what we have now works.

Public Input:

The board wants to recognize the years of dedicated service by Charles Vandercek to the association.

Next meeting is November 20, 2019 7:00 pm at PA Fire Station

Board announced it was going into a closed session to discuss a pressing legal matter.

Meeting adjourned at 8::20 pm.

**Minutes prepared by Gary Geisler on Sept 28, 2019. E Mailed to board on Sept 28, 2019
Draft minutes posted to website for public viewing on October 1, 2019**