

# Pinos Altos Mutual Domestic Water Consumer Association

**Regular Board Meeting  
Wednesday July 8, 2020  
Pinos Altos Fire Station**

Meeting was called to order at 7:00 pm by Shay Stark-Lane, President.

The meeting was held outside, with a minimum of six feet between all participants and all participants wore face masks, per the NM Governor's COVID 19 Mandate.

Board members in attendance were: Shay Stark-Lane, President; Allan Phillips, Vice President; Becky Dinwiddie, Treasurer; Gary Geisler, Secretary and Tom Gadgaudas, Member at Large.

April Matthews, Bookkeeper and Linda Davila, Meter Reader were in attendance. Buck Burns, Rick Johnson, Cathy Phillips and Mark Johnson were also in attendance.

A quorum was proven.

Confirmed the agenda was posted at the PA Fire Station and on the PAMDWCA website on June 29, 2020, nine (9) days prior to the meeting. Shay requested the agenda be amended to include discussion concerning a letter received from an association member that afternoon. It would be added to Public Input. The amended agenda was approved.

Minutes from the March 11, 2020 board meeting were approved.

Gary Geisler requested an amendment to the May 13, 2020 emergency meeting minutes to add "Confirmed the agenda was posted twenty-four (24) hours prior to the meeting at the PA Fire Station and on the PAMDWCA website". After a discussion concerning that amendment and other amendments to the minutes, the minutes were approved with just the one amendment request by Gary.

## **MANDATED BUSINESS**

### **President's Report:**

Shay brought up the member accountability report, which has been produced in the past. No one seems to know what this report is about. Tom looked it up and it is somehow linked or was replaced with the CCR. April is going to research and see if she can find a past report. Shay brought up the mapping of the water lines for the state. They need the boundaries of all of the water line. Alan is going to reach out to see exactly what is needed. Discussed the annual pot luck and decided not to have one due to the COVID pandemic. Maybe once the COVID restrictions have been removed we will have an association pot luck. Discussed the COVID shut off policy we put into place temporarily. As we always work with association members who fall behind, the board felt we should remove this policy, after a discussion. Alan, Becky, Gary voted to remove the policy and Tom voted against removing it. Shay discussed shredding old records. Deciding what records to shred is very involved and to get a cost to shred we need exact number of boxes. Decided to wait until fall.

**Bookkeeper's Report:**

April sent financials to all board members. We had 17 late notices this month, which is high. April discussed Account #79, where no one is currently residing and only charging the admin fee each month. It was decided to shut the water off and stop charging the admin fee but not shut the account down in case the situation changes. Discussed another account that is three months behind, with an account balance of over \$800. The account is always a late payer. It was decided to give the account another month until we visit to warn of shut off. Account #27 found their leak finally and owner is in discussions with tenant. Doesn't want us to shut off at this time. New association member, #140 has been set up and paid. CCR is finished and approved. Discussed the account with a contract to pay a flat fee to make up past due, which resulted in a \$1 applied to past due. The board then discussed a Water Payment Contract, for past due accounts. Shay presented a contract for approval. After a discussion it was decided NOT to include an option to pay a flat fee to make up past due. The contract was approved, with changes, for use with any association member who wants a payment plan for past due monies. Then Shay presented a Water Connection Contract. After a brief discussion and some minor changes, it was approved to be used for all new connections. Discussed the Forrest Service use of water for fighting the Tadpole fire. Due to the lack of a meter to monitor the amount pulled, we are going to calculate the usage based on their number of truck loads pulled. Discussed having a meter ready to attach in the future but logistics makes it difficult.

**Treasurer's Report:**

2<sup>nd</sup> quarter payroll reports are due end of July and will be completed before that. Workman's Comp Audit was filed online in April. Annual reports are all done and sent in. Becky stated she does them earlier in the year and doesn't wait until due date.

**Secretary's Report:**

Gary confirmed that the annual letter to Alex Brown, Silver City Town Manager was sent April 1, 2020. The annual letter to Robert Esqueda, Utility Director, was sent July 1, 2020. Copies to be sent to April for filing.

**Certified Water Operator Report:**

Manny Orosco III, from Silver City Wastewater has been sending the monthly test results to April. He has been taking care of all of the testing required. State will get the lead & copper test results to us.

**Vice President's Report:**

Hydrant flush is coming up this month. Alan discussed what he did to valves to prevent dirt getting in, based on a suggestion he got from J&S. Alan let the board know he found seven (7) new residential water meters in storage. Alan showed an old map of the water lines found in past president's garage.

## **NON-MANDATED BUSINESS**

### **Old Meters:**

It was approved to replace the three old meters still in use. Alan would verify the number and get them replaced. It was decided to always keep three new meters available for any unexpected damages or new association members joining and needing a meter installed.

### **Public Input:**

Buck brought up lack of information concerning the pending lawsuit. He suggested a letter sent out from the board to all members with explanations and updates concerning the lawsuit. Shay will ask attorney what we can send out. If we can, we will get something out to all members via postal service.

Shay presented the letter from an association member who wants the board to send out to all members. Her letter was asking for more participation with the association from the members including volunteering to serve on the board and attending the meetings. There was a discussion about how to get this letter out while protecting association members personal information. It was decided that we couldn't mail this letter out from the board but could take the jest of her letter and send that from the board. It was also decided to include the request from Buck about the lawsuit in the same letter. The board approved Tom and Shay composing a letter to be sent out after approval from our attorney. The board decided the letter will be sent out separate from the bill the end of August so members can receive prior to our annual meeting September 9<sup>th</sup>. If April needs assistance stuffing the letters, there will be plenty of volunteers to help.

Next Meeting is September 9, 2020 at 7:00 pm at the Pinos Altos Fire Station. It will be the annual meeting with the elections of two positions on the board.

Meeting was adjourned at 8:27 pm

**Minutes prepared by Gary Geisler on July 10, 2020. E Mailed to board on July 10, 2020.  
Draft minutes posted to website for public viewing on July 13, 2020. Minutes were approved by the  
board at the September 9, 2020 meeting.**