

Pinos Altos Mutual Domestic Water Consumer Association

**Regular Board Meeting
Wednesday May 17, 2023
Pinos Altos Fire Station**

Meeting was called to order at 7:01 pm by Tom Gedgaudas

Board members in attendance were: Tom Gedgaudas, President; Allan Phillips, Vice President; Becky Dinwiddie, Treasurer; Gary Geisler, Secretary and Gabriel Preusch Sanchez, Member at Large.

April Matthews, Bookkeeper and Linda Davila were in attendance. Ann Estensen and Kris Wamsley were also in attendance.

Public Input sign up was closed.

A quorum was proven.

The agenda was approved unanimously.

Minutes from the March 15, 2023 Regular Board Meeting were approved unanimously.

Non-Mandated Business: Public Input

No public input requested.

New Business:

Mailing of Revised Membership Form to Update Member Database

April asked to wait for this revision until the updated software gets loaded to avoid confusion and duplicate work to produce the form before and after the software is updated. Board decided not to table this again and just drop this action for now. Once the software has been updated the board will revisit.

Purchase of Microsoft Office and Adobe Acrobat Software

April was using her own personal copies of Office and Acrobat to do association business so she was authorized to purchase new software for the association only. She purchased the Office software and it is loaded and she is using an association old copy of Acrobat she found. The board informed her to just purchase a new copy of Acrobat in the future if this copy doesn't work.

Lead & Copper Sampling that requires five indoor Samples

Tom asked for five volunteers to take these samples. This is done every three years with the date to be determined sometime in June. Manny will get the sample kits to the five households and pick up the next morning. Tom, Allan, Gabe, Gary and April will do the tests.

Amnesty Program Effect on Residential vs Business Accounts

After a brief discussion it was decided that the amnesty program was for residential accounts only and does not affect any business accounts. It was brought up how to handle any future business accounts but the board decided to deal with that if in fact a new business applies for membership.

Unfinished Business from Prior Meeting;

Update on Installation of KingLok K3 Locks for security on hydrants

Allan has a bid for thirteen of the locks at a price of \$2,000 plus. At the last meeting the board approved purchasing six of the locks as they were only aware of six hydrants. The board tabled approving the purchase of thirteen locks until they have a solid, accurate number of fire hydrants. Gabe and Tom are going to do the count and bring to next meeting.

Update on Purchase of ten Meters for Future Installations

April informed the board that eight meters have been ordered and will ship on June 9. She only ordered eight as the price has risen substantially.

President's Report:

Tom updated the board on the free chlorine samples for the past three months. All were below the desired range of 0.2 to 0.5 mg/L. Tom informed the board that the annual HAA5 and TTHM sampling are due in June and Manny will set up the tests. Tom filed the 2023 NM Water Rate Survey with NMED.

Bookkeeper's Report:

April updated the board on the work done to get the new computer and new software working properly. April had twelve late notices and there were no disconnections. She sent out the financials to the board. There was a discussion about a credit we were due from the city for water purchased after a lost check incident. Once explained, everyone was good with the financials. April has completed the Consumer Confidence Report and it has been approved by NMED. Will get it posted to the website.

Treasurer's Report:

Becky let the board know about a new required report, the Annual Census Survey. It is basically a report concerning the employees on payroll. It is due on May 15. Becky completed it on line. This report needs to be added to the Board's Mandated Responsibility. Tom will add to the next meeting's agenda.

Secretary's Report:

Gary presented the 2023 Member Accountability Report to the board for signatures so he can send to the NMED. Gary sent the number of active connections to the City's Financial Director April 30th. He has no update on the final judgement of the lawsuit. Gary will reach out again to our attorney.

Vice President/Operations Report:

J&S did get the leak fixed on 15 in front of the cabins Allan informed the board about the condition of the main there. It has been repaired numerous times, primarily at different glue joints. The line has no sand around it just large rocks. This line needs to be removed, sand put in and replace with new PVC to stop the constant leaks and repairs. The board told Allan to get an estimate to remove and replace that main. Allan is still waiting on the leak at the vault to be repair. J&S has the parts. April and Allan are going to pester them to get it repaired.

Next Board Meeting will be July 19, 2023 at 7:00 pm at the PA Fire Station

Meeting was adjourned at 8:15 pm

**Minutes prepared by Gary Geisler on May 21, 2023. E Mailed to board on May 21, 2023.
Draft minutes were posted to website for public viewing on May 23, 2023.**