

**Pinos Altos Mutual Domestic Water Consumers Association (PAMWCA)**  
**PAMDWCA Board Meeting Minutes 20 August 2025**

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Note: All votes were unanimous except where specified

- I. Call to Order: Meeting was called to order at 6:02 pm
- II. Determination of Quorum
  - a. Quorum present. Attendees: Board members T. Gedgudas (treasurer), S Zager (secretary) K. Wamsley (at large), G. Preusch (vice president), M. Johnson (president, presiding);
  - b. Staff Present: Bookkeeper A. Matthews; Meter Reader L. Davila.
  - c. Association Members Present: Bruce Knowles, Paul Raligy.
  - d. Others:
- III. Approval of Agenda: The agenda was approved unanimously.
- IV. Minutes of Meetings in June and July were unanimously approved.
- V. Public Input: none.
- VI. Board Member Reports:
  - a. Audit Review Presentation by Cesar Ortega, Beasley, Mitchell, & Co., LLP, 509. S. Main St. Suite A, Las Cruces, New Mexico, USA.
    - i. An internet zoom meeting was held at 5:00 PM. In attendance online, Kris, Gabe, Tom, Scott and Mark.
      - 1. The presentation concluded the necessary financial audits required by the State of New Mexico. P AMDWCA is currently in compliance and now eligible to apply for infrastructure rebuilding grants from the State.
  - b. Meter 77 removed from the address, 21 Main Street, Pinos Altos
  - c. US Forest Service water use during Trout Creek Fire. A total of 60,000 gallons of PAMDWCA water was used during 2 days. USFS will pay the association for its water use.
  - d. In July, it was estimated that PAMDWCA used between 800k to 1 million gallons of water. Nearly 254k gallons of water are unaccounted for and is attributed to losses from the infrastructure. This represents 25% to 34% losses compared to total use metered to PAMDWCA.
  - e. President Johnson attended training and received a certificate of attendance, "RECORDS & INFORMATION MANAGEMENT PERSONNEL TRAINING" presented by THE RECORDS MANAGEMENT DIVISION OF THE COMMISSION OF PUBLIC RECORDS, State of New Mexico.
    - i. Mark met with the agency for archiving documents. Key take away points:
      - 1. no record retention requirements for local public bodies.
      - 2. Local public bodies may determine their own retention policies.
      - 3. PAMDWCA is free to retain any record as a scanned image instead of the original.
      - 4. SCRA recommends retention of calendar year emails until the end of the following year.
      - 5. SCRA recommends retention of personnel records, contracts applications, complaints, litigation records, etc.

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- ii. The bookkeeper, April Matthews, currently scans and saves all documents generated each months. The documents that exist in storage were created prior to Ms. Matthews term.
  - VII. Unfinished Business:
    - a. plan to invest cash with appropriate controls
      - i. Treasurer, Tom Gedgaudas revisited a plan to move PAMWCA funds from a low-interest checking account to an investment firm that offers a higher return while keeping funds available for emergency expenditures. He suggested that PAMWCA move \$150k to Access Bank with the restriction that two Board Members must sign off on any withdrawal. With 24 hour notice, funds can be moved to PAMWCA's checking account.
      - ii. It was suggested by the Board that the Treasurer needs to put the proposal into writing before the Board can vote on it.
    - b. service lines letter
      - i. State regulations address issues of water service lines made with lead as a health issue. PAMWCA is required to document the types of materials used by its members from the association's meters to the consumer. The water lines owned by the association up to the meter are in compliance. The compliance of water lines from the meter servicing the home need to be determined.
      - ii. A previous letter asking for volunteering responses from association members had 70 survey responses. However, 93 members didn't respond.
      - iii. The president said that PAMWCA was in compliance until late 2027.
      - iv. A motion to re-send the survey request with the October Bill to 93 non-responsive members was offered
        - 1. The motion passed with 3 board members to 2 opposing (Kris and Mark).
- VIII. New Business:
  - a. water main extension north on NM 15:
    - i. Tony Russo, who resides with his family just outside the jurisdictional boundaries of PAMWCA, requested that the association extends their water main to his property.
    - ii. During the discussion it was noted that in order to extend the line, the Town of Silver City (our water provider) would need to approve of the extension. Furthermore, the extension would require an engineering assessment. Mr. Russo would have to pay all costs association with the extension.
  - b. Operation Policy & sale of water by member
    - i. Currently, Mr. Russo is buying water from an association member. This amounts to a monthly use of about 41,000 gallons, which is essentially a resale of PAMWCA water. A technical violation of association policy except by special arrangement and approval from the PAMWCA Board.

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- ii. In order to eliminate non-compliance, a motion was presented which permits Member Associate Lemmers with permission to re-sell association water to non-member, Tony Russo.
  - 1. The resolution passed unanimously.
- IX. Schedule Next Board Meeting: Next meeting set for the third Wednesday of the month 9/17/2025.
- X. Adjourn: The meeting was adjourned at 7:30 pm,

Attachments: Bookkeeper Report, President Report, Vice President Report, Treasurer Report, Secretary Report, and Member At-Large Report.

No reports were filed by: