

Regular Meeting Minutes

Date: Wednesday, November 19, 2025

Time: 6:05 p.m.

Location: Pinos Altos, New Mexico

1. Call to Order and Introductions

The meeting was called to order at 6:05 p.m. by Acting President Gabe Preusch Sanchez. A quorum was established with four of five board members present. Attendees introduced themselves for accurate transcription. Attempts have been made to contact Bruce Fahrlander, the 5th board member, but no response. He has been absent for the last 2 board meetings.

Board Members Present: Tom Gedgudas, Gabriel “Gabe” Preusch Sanchez, B. Michael “Mike” Sheffer, Paul Raleigh.

Staff Present: April Matthews (Bookkeeper/Office Manager), Linda Davila (Meter Reader).

Water Customers: Carol Gadda, Bruce Knoles

2. Approval of Agenda

The agenda was reviewed. A motion to approve was made and seconded. Motion passed unanimously (4-0).

3. Approval of Prior Minutes

Members reviewed the minutes previously sent by Mike. A motion to approve was made, seconded, and passed unanimously (4-0).

4. Public Input – Water System Leaks

A discussion occurred regarding ongoing leaks on Main Street and Highway 15. Multiple leaks had occurred, including:

- Leaks near cabins and courthouse service lines
- Abandoned commercial service line with persistent seepage
- Large prior leak near cabins causing roadway flooding
- Golden Avenue
- Additional suspected leak near Los Pinos on Highway 15

Four leaks have been repaired; one remains under review. Additional excavation may occur. Board reaffirmed the need for grant-funded system-wide pipe replacement due to original lines being laid improperly on rock without sand bedding.

5. Election of Officers

Officers were finalized due to prior delays and the continuing absence of Bruce Fahlender. Mike volunteered for Secretary and can attend remotely via Face Time for the months he is not physically present in Pinos Altos. Gabe agreed to continue serving as Vice President. Tom expressed concerns about holding both Treasurer and Vice President roles as discussed last meeting. After discussion, the following slate was approved:

- President – Tom Gedgaudas
- Vice President – Gabriel “Gabe” Preusch Sanchez
- Secretary – B. Michael “Mike” Sheffer
- Treasurer – Paul Raleigh, with assistance from Tom

Motion passed unanimously (4-0). Email routing adjustments were discussed; Treasurer email remains with Tom temporarily.

6. Resolution: Transfer of \$150,000 to High-Yield Savings

Board reviewed the revised resolution authorizing the transfer of \$150,000 from First New Mexico Bank to Axos Bank (APY 3.8%). Resolution amended to specify President rather than Treasurer as authorized signer. Motion passed unanimously (4-0).

7. Resolution: Update Check Signers

Resolution presented to remove former signers (Krisandra Wamsley, Gary Geisler, Ann Estes, and Alma Wilson) and add new signers. Due to uncertainty regarding Bruce Fahlender, he was not added. Approved additions: Paul Raleigh and B. Michael Sheffer. Gabe and Tom will remain as signers. Motion passed unanimously (4-0).

Board will meet at First New Mexico Bank on Friday at 10:30 a.m. to complete required updates.

8. Adoption of NexBillPay Online Payment System

Board discussed implementation of full NexBillPay system including online payments, optional auto-pay, text notifications, and email billing. Estimated cost: \$90-\$190/mo depending on email usage.

The Board debated whether to adopt both the online payment system and email billing, or phase in email later. Arguments included convenience for seasonal residents, difficulties with mailed checks, late fee reductions, and cost management.

A motion was made to adopt the full system including email billing. Motion passed 3-1.

NO vote: Director Tom Gedgaudas voted No on the email-billing component due to cost concerns, while supporting online payments generally.

New Business

9. Approval of New Membership Transfers

Two completed transfers were presented and approved unanimously (4–0):

- Account 4 – vacant property with existing meter
- Account 72 – 13 Main Street

10. Budget-to-Actual Review & Solvency Confirmation

Board reviewed year-to-date revenue and expenditures. Revenue is \$5,446 above budget. Maintenance and repair costs exceeded projections due to ongoing leaks. Tom reported Water Expense overstated by ~\$3,500 due to billing discrepancies with Silver’s new billing software. Tom & Town’s staff are working to resolve. Association remains solvent with no reserve funds used. Solvency was confirmed.

11. Personnel – Cost-of-Living Adjustment (COLA)

A motion to go into Closed Session pursuant to NMSA 1978 Section 10-15-1- (H) 2 Limited Personnel Matters to discuss ONLY Employee Compensation/COLA Raise (to comply with an existing Board resolution) was made, seconded, and approved unanimously. The Board came back into Open Session at 8:05 pm. It was confirmed by a roll-call vote that ONLY Employee Compensation- the COLA raise was discussed in the Closed Session, each director individually voting that was the case. A motion to approve 2.8% COLA increases for both Office Manager/Bookkeeper and Meter Reader for calendar year 2026 was then made and seconded. Motion passed unanimously (4–0).

13. Preliminary 2026 Budget

Board reviewed and approved the preliminary 2026 budget including:

- Maintenance & repair increased to \$17,000
- Legal/professional reduced to \$500
- Three anticipated installation fees
- Added NexBillPay operational costs

Motion passed unanimously (4–0).

14. Planning Grant – Preliminary Engineering Report

Board discussed applying for a planning grant for a Preliminary Engineering Report (PER). Paul Raleigh and Bruce Knoles will lead the process with Mike assisting. Estimated cost: \$40k–\$50k.

15. Next Meeting

No December meeting. Next meeting scheduled for January 21, 2026.

16. Adjournment

A motion to adjourn was approved unanimously. Meeting adjourned at 8:40 p.m.

Action Items

- Tom – Reissue revised resolution for Axis Bank transfer.
- Tom, Paul, Mike, and Gabe– Meet at First New Mexico Bank Friday at 10:30 a.m. to update check signers. - **Done**
- April – Implement NexBillPay system, perform testing, and begin rollout to members.
- Tom – Continue reconciliation efforts with City of Silver City regarding billing discrepancies.
- Paul & Bruce – Begin work on PER planning grant application. Mike available to address technical issues as needed.
- Tom – Prepare final 2026 budget documents for January approval.