

DRAFT
CASAS ADOBES - MDWCA
BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, June 20, 2024
Water Office, 245 Manzana Rojo

Board Members Present:

Johnny Coburn, President;
Royal Blake, Vice-President;
Nancy Ketchum, Secretary;
Bob Livingston, Member-at-Large

Absent:

Art Franklin, Treasurer

Other Attendees: Glenn Person, Guy Siragusa

The meeting was **called to order** at 10:30 A.M.

A **quorum** of the board was determined.

Proof of notice was verified. Agenda was emailed to the members and posted at the post office, the mailboxes, and the old corner store.

Approval of Agenda: Motion to approve the agenda of 06/20/2024 was made by the member-at-large. The motion was seconded and unanimously approved.

Royal Blake—Aye

Nancy Ketchum—Aye

Bob Livingston—Aye

President's Report:

Construction is moving forward. We have exhausted the Colonias grant and are using USDA funds. All the distribution lines and fill lines are in and connected to the tanks.

The new tanks have been inspected, cleaned, sanitized and pressurized.

What we have left are the warehouse, backup well and the house meters. Smithco is in the process of cleaning up. Both ends of the culverts have been inspected, so if there is a blockage, it's in the middle. Property owners need to be aware that during construction, there would not be enough material to drift into the middle of the culvert and stop it up.

PNM has a new engineer and that the engineer is planning to get in touch with Bev about the three-phase line.

Meters remain in the same place. If Smithco needs to cross the road to get to your meter, they will cross the road. Meters need to be on the sides of the street and some are not. Smithco will move these meters. The owners that this affects will need to sign a release for this. The one exception is the A-frame on Caballo Blanco where the original owner went straight across to the distribution line. The land in that area is extremely rocky and it would be very expensive for us to move the meter, and it would be at our cost. We are leaving the meter at its current location..

Ninja Murphey told us that any leftover USDA funds can be used for Water System Improvements. The timeline for use is unclear. The cost to extend the three-phase electrical line from the main well to the backup well will be about \$200,000. We will have 15 HP pumps to fill the tanks at 251 gallons per minute which is the minimum we need to fill the three tanks for a 60,000 gallon capacity. To pump the tanks full will take several hours. The new backup well is completed except for electricity, fencing,

generator pad and generator.

Smithco originally planned for completion on December 7. Now it could be October or November.

We've had complaints about the roads. Right now the roads are in better shape than before. So whoever is on the road committee needs to start talking to Carney Foy about getting the county out and taking over the roads.

Bob Livingston brought old files and file cabinets from the T hangar. He cleaned and painted them. We will move the old files to the cabinets.

The excess material will be used at the north tanks for fill for extension of the fenced area. Originally the area was intended for one 40,000 tank. None of the excess material will be left on the roads. It will be used or stockpiled. If stockpiled, the property owners could access it provided the project is complete and it's just waste material.

The large holes are for water pressure checks.

The PVR valve will stay as it is. It is the best they can do to blend it in. If the engineer had come to the site before it was started and had insisted on that height they could have leveled it down.

The berm on the top road will be kicked off. Michael from Smithco said that when the project is done, he will be around and check everything.

Bob Livingston asked about the route for the electrical line. The president answered they will probably come down the easement near the runway. The problem with the easement is the phone line and electrical line are near each other. But that's a 15 foot easement. There's room to locate the line without interfering with the fiber optic conduit. That's going to be an engineering problem, and PNM will probably use their own engineers. This needs to be done now. Nancy Ketchum asked if we still had the easements on the west side of the runway since Wandra sold the land near the runway. The president answered that in the transfer documents, we were granted all the existing easements.

Vice-President's Report: No work can be done on the mailboxes until this project is completed. This can probably be done with three or four volunteers. The president asked if a template from the PO was needed for pouring the pad to know where the J-bolts would be set. The vice-president said they gave him a base that we can use as a template and he had given that to Bev Malo. We may need \$1000 -\$1500 for concrete. Including rebar it may get up to \$2000. A question was asked about funds from USDA for this, but the feeling is that we can only use the money for water system improvements. We will need to do it with community contributions.

The president thanked the vice-president for his work.

Secretary's Report: The minutes of May 16, 2024, were posted on the website.

Hearing no additions or corrections, the president accepted them as posted.

The Consumer Confidence Report has been completed and reviewed by the state. It is now ready to be sent to customers. The secretary gave brief report on the organization of files by her and Bev Malo. This is a lengthy ongoing process, but we are moving files so that Glenn has easy access to files he needs on a regular basis.

Treasurer's Report:

There was no treasurer's report. Glenn Persons announced that USDA funds are

coming in to pay for the project.

Current Balance as of June 20, 2024

Operating Account: \$7,668.28

Emergency Account: \$8,646.94

Glenn Persons stated that realtors in the area have outdated membership forms and information. He has asked Bev if she would add **Sample, Please See the Office** to the forms on the website. He suggested that we write to the realtors and explain that ALL forms should come from the office.

Unfinished Business: There is no unfinished business.

Public Comment: Guy Siragusa asked about the two areas (along Highway 35 and Paloma Circle) that are not included in plans for new distribution pipes. The president answered that the existing PVC pipes would be tied into the new distribution pipes and the houses would receive new meters. The pipes would be replaced at a later date.

New Business: The secretary moved to go into a closed session to discuss review of office personnel. The motion was seconded and unanimously approved.

Royal Blake—Aye

Nancy Ketchum—Aye

Bob Livingston—Aye

Motion 04-01-2024 Motion by the member-at-large to increase the hourly wage of Glenn Persons from \$18 to \$20 per hour effective June 24, 2024. The motion was seconded and unanimously approved.

Royal Blake—Aye

Nancy Ketchum—Aye

Bob Livingston—Aye

Announcements:

Unless circumstances warrant a July meeting, the next meeting will be held at the water office, 245 Manzana Rojo, August 15, 2024.

Adjournment:

The secretary moved to adjourn. The motion was seconded and unanimously approved.

Royal Blake—Aye

Nancy Ketchum—Aye

Bob Livingston—Aye

Adjournment at 11:15 A.M.

Nancy Ketchum

Secretary, CA-MDWCA