

El Creston Mutual Domestic Water Consumers Association
June 7, 2018 Board Meeting
49 Mirasol Road, Ojitos Frios Subdivision

In attendance: Gene Solyntjes, Crystal Gallegos, Cheryl Zebrowski, Dennis Ditmanson,. Public: Linda Solyntjes, Eleanor Duran, Anthony Duran, Frances Casey, Bridigo Ortega, Juan Ortega

1. Meeting was called to order at 7:03 p.m. with a quorum in attendance
2. Notices of meeting were posted and e-mailed
3. Motion made and seconded to approve the agenda. (Dennis/Cheryl) Motion passed.
4. Motion made and seconded to approve the minutes from May 3rd with correction to Lisa's name and clarifying cii. (Cheryl/Dennis) Motion passed.
5. Financial
 - a. Treasurer's report – See attached
 - b. Upgrade secretary e-mail (\$9.95 per year) It was agreed to upgrade.
 - c. The Agreed Upon Procedures audit report from Mr. Archibeque came back with no problems found.
 - d. Budget update. Jim sent an e-mail recommending that we still meet to plan for the 2019 budget. Karen with RCAC is also willing to meet with us. We should plan for this later in the summer. Motion made and seconded to table approval of updated budget until later in the year. (Crystal/Dennis) Motion passed.
 - e. It was decided to send out a letter asking for tax-deductible donations since one of the members has offered to match all donations. Cheryl will send them out.
6. Legal Updates
 - a. Corn Law Suit: All parties met with a judge on May 24th. He agreed that the utility easement only includes electric and telephone per a plat that Mr. Corn had. Thus, we do not have the authority to put in a water line. As part of the agreement, we will need to pull the line from Corn's property, and fix Dorothy with a professional, licensed road contractor.
 - b. Diversion application: Nelda Francis' withdrawal has been acknowledged. Still need to file a motion to dismiss.
7. Funding
 - a. NMFA Planning Grant (2017): PER update approved by NMED.
 - b. Capital Outlay (2018): construction for phase II
 - c. WTB Grant. They did waive our 2018 annual payment.
8. Water System Phase I Update
 - a. CCR due July 1 with El Valle working on it.
 - b. We have a contract for system start-up and system operation with El Valle. We still need a contract for bookkeeping services.
 - c. Sampling Plan: El Valle has been working on it.
 - d. The Sanitation Survey was conducted by Wayne Jeffs on June 6th. Veronica and Carlos provided much information. He was very impressed with our Operations and Maintenance Manual. There were a couple of issues with the truck, and we still need a sampling plan for the system.

- e. Joe Zebrowski gave an overview of the Asset Management Plan. This plan indicates what you own and how you will pay for maintenance and replacement. It is now required by funding agency, but should be a living document.
 - f. Joe gave an overview of the proposed Level of Service Agreement. We need to share it with connecting members for their comments, then approve at July meeting.
9. Water Hauling-report and review
- a. 17 Deliveries in May
 - b. The inspector looked at the truck and said we need an NSF hose, a chemical analysis kit to test the water when we get it from the city and when we deliver it to the customer.
10. Membership
- a. Dennis reported that himself and Art Atencio have put in their lines from the house to the meter.
11. Public comment
- a. The Durans are encouraging their neighbors to join El Creston and hook up.
12. Review action items
- a. Review asset management plan and level of service
 - b. Crystal will compile a year to date water hauling report
 - c. Dennis will get costs for meter and installation
 - d. Cheryl will send out fundraising letter
13. Next meeting date will be July 5th.
14. Meeting adjourned at 8:55 p.m.

Respectfully submitted by Cheryl Zebrowski, Secretary

- 1) **Activity Summary** - As of ^{6/7/18}~~5/03/18~~, we have \$6,712.54 available in Checking and \$2,573.97 in Savings with a combined Checking and savings total of \$9,286.51.
- 2) **Deliveries** – May 2018 there were 17 deliveries.
- 3) **City of Las Vegas**- \$ 278.68 for service period of 03/04/2018 to 04/03/2018 paid.
- 4) **Mora San Miguel Electric** - \$21.37 paid for service period 03/20/2018 to 04/19/2018 0 KWH usage.
- 5) **Truck Expenses**- \$160.66 spent on fuel in May 2018.
- 6) **Expenses paid**: Monthly Intuit payroll fee paid of \$44.15, NM Finance Auth. \$532.28 June 1, NM Finance Auth. \$213.06 paid, Chico Gallegos \$33.28, Postal Service, mailbox payment \$62.00.
- 7) **El Valle Water Alliance**- Paid \$153.00
- 8) **Upcoming**:, Mountain State Mutual \$ 1,101.00 Sept., MVD truck registration 1 year \$50.00.
- 9) **Annual Assessments** – There are 53 assessments paid as of 5-03-2018