

El Creston Mutual Domestic Water Consumers Association

September 5, 2019 Board meeting

49 Mira Sol Drive, Ojitos Frios Ranches Subdivision

In attendance: Gene Solyntjes, Cheryl Zebrowski, Dennis Ditmanson, Liz Valenzuela, Anna Aragon Public:

1. Meeting called to order at 7:03 pm with a quorum in attendance.
2. Notice of this meeting was emailed and posted.
3. Motion made and seconded to approve the agenda. (Dennis/Liz) Motion passed unanimously.
4. Motion made and seconded to approve the minutes from August 8th. (Liz/Dennis) Motion passed unanimously.
5. Reports
 - a. Treasurer's report attached
 - i. Dennis thanked Liz for keeping track of payments.
 - b. Water System
 - i. Operator's Report
 1. We have received reports from El Valle dating from December 2018.
 - ii. Water treatment options
 1. Gene talked with Crystal who says she has not been able to meet with Good Water.
 - iii. The results of the lead tests were mailed to the homeowners. A second set of tests should be done this fall.
 - iv. Violation Notice
 1. We received a violation notice because we submitted 2 samples, but the person at the lab was informed that we are supposed to submit 1 sample for the water hauling and 1 for the system. However, one of the bottles was mislabeled. Gene is working on the notice, and it will be posted on the bulletin board and website, in addition to being mailed to customers.
 - v. Dennis has not been billing people for minor overages. But one customer has had several thousand gallons over 2 months in a row. According to our Rules and Regulations, 7.B they have one month to correct a problem, then we charge them 50% based on proof of evidence of a repair. After that, they are billed for the actual amount of water used.
 - c. Funding
 - i. Capital Outlay- we have received the agreement.
 - ii. Water Trust Board 2019
 1. The Readiness to Proceed items were submitted by Souder Miller.
 - iii. Water Trust Board 2020
 1. Ramon submitted the Notice of Intent to apply for funding which was due September 3rd. Actual application is due October 3rd.
 - d. Water Hauling Report
 - i. Ric is getting 3 quotes for tires for the truck. We had 5 deliveries in August.

- e. Membership Report
 - i. Cheryl talked with Nancy Perry on Coyote Road about joining.
- 6. Old Business
 - a. Liability and Property Insurance – Liz needs information about what need to insure. Gene will ask El Valle about how their systems are insured.
 - b. Easements – Cheryl drafted a letter and easement to send to Linda Martinez for Roadrunner and Coyote Roads. Anna says it looks fine. She will include a personal letter on her company letterhead.
 - i. Dennis has the information for the properties on Mira Sol.
 - c. Proposal to allow people to incorporate start-up costs in monthly bill.
 - i. The membership fee must be paid up front, and they need to run the line. We need to know from Carlos, the exact cost of the meter and its components to install the meter. Cheryl will check whether this is a policy, or should be added to the Rules and Regulations, and make a formal proposal next month.
- 7. New Business
 - a. Motion made and seconded to approve Resolution 2019-08, Approval of Capital Outlay Signatory authority. (Dennis/Anna) Motion passed unanimously.
 - b. Motion made and seconded to approve Resolution 2019-09, Approval of Notice of Intent to Apply for Water Trust Board 2020 funding. (Liz/Ann) Motion passed unanimously.
 - c. Since we had to submit a Sole Source Justification to continue with Souder Miller, a new contract was required. Motion made and seconded to approve the new contract with Souder Miller. (Liz/Dennis) Motion passed unanimously.
 - d. Cheryl proposed that we have a public meeting in order for Souder Miller to outline plans for the next phase, and also to discuss possible rate increases. We should have the budget meeting first. Cheryl will check with Jim about a good day to develop the budget.
- 8. Public Comment: none
- 9. Calendar Review for Upcoming Tasks
 - a. Assessment Letter to go out in September (Cheryl/Liz)
 - b. Should develop the 2020 budget and review rates in October.
- 10. Action Items:
 - a. Cheryl will contact Jim to set up a date for a budget meeting. Contact RCAC about who is allowed to do the meter hook-up. She will send out assessments, draft a proposal for upfront funding of meter installation, and work with Ramon on WTB application.
 - b. Gene will find out from El Valle what to insure, and from Carlos the cost of meter and all of its components. He will also co-ordinate with Carlos for fall lead tests.
 - c. Anna will send out letters and easement to Linda Martinez.
- 11. The next meeting will be October 3rd.
- 12. Meeting adjourned at 7:49 p.m.

Respectfully submitted by Cheryl Zebrowski, Secretary

EL CRESTON

Treasurer's Items for Regular Meeting 9-5-19

- 1) **a. Checking account balance ending 8/30//2019: \$3,978.29**

Transfer to Savings:	\$500.00
Outstanding checks (5):	\$754.42

Current balance (9-5-19): \$2,723.87

- b. Savings account balance ending 8/31/2019: \$2,900.63**

Savings Transfer	+500.00
<u>Current balance (9-5-19)</u>	<u>\$ 3,400.63</u>

2. **August Water Deliveries: 5 - Revenues received: \$630.00**

3. **August Truck Expenses: \$44.29 - Gas**

4. **Water Connection/Standby Payments (May-July) – Revenues received: \$761.25**