

**El Creston Mutual Domestic Water Consumers' Association  
Board Meeting Minutes**

**Thursday, June 3, 2021 @ 7pm  
Via Video Conference**

<https://zoom.us/j/93603021957>

Approved 7/8/21

In attendance: Dennis Ditmanson, Gene Solyntjes, Liz Valenzuela, Karyl Lyne, Matthew Miller Absent: Anna Aragon, Sebastian Medina Public: Wendy Leavens, Jim Peters

1. The meeting was called to order at 7:05 pm with a quorum present.
2. Notice of the meeting was emailed, in the *Optic*, and posted.
3. Motion (Liz/Gene) to approve the agenda passed unanimously.
4. The motion (Liz/Gene) to approve meeting minutes from March 20 annual membership meeting and May 6<sup>th</sup> board meeting passed unanimously.
5. Reports
  - a. The Treasurer's report showing 5 May water deliveries, was received. Liz also reported that a promissory note to El Creston is nearly paid off.
  - b. Water System
    - i. Operator's Reports We have received the Nov. 2020, Dec. 2020-Jan. 15, 2021, Jan. - Feb. 2021 and Feb. - March, 2021 water tanker sample results. All are negative. Annual contract with El Valle for our water operator has not been completed. Dennis has contacted Veronica at El Valle for a bid to do El Creston monthly billing, which will be an increase in cost of our contract with El Valle. Dennis will ask El Valle to prepare the El Creston Consumer Confidence Report (CCR) due to NMED and customers by July 1.
  - c. Funding Update -- We are anticipating a Capital Outlay Award and have requested no additional WTB funds.
  - d. Phase II update-- The excavation for the electrical box for the booster station begins June 8.
  - e. Phase III update-- Once the booster station is installed, New Image will proceed right into Phase III.
  - f. Membership Report There was no report.
6. Old Business

- a. Electronic Payments There was no report as Sebastian was absent.
  - b. Conflict of Interest Statement One is still needed from Sebastian.
  - c. Website Management Sebastian Medina will manage the website.
  - d. Dennis is working with Veronica at El Valle on our billing process at \$350 per month and a one-time software purchase expense TBD.
7. New Business
- a. Board Training Dennis, Liz and Karyl attended the online RCAC Board Responsibilities Workshop on June 2 and reported that it was informative and helpful. Special emphasis was placed on Board Members becoming very familiar with the organization's Articles of Incorporation, Bylaws and Rules; all in the Board Member Manual each board member has received.
  - b. The motion to approve Resolution 2021-05 SAP19-D2516-GF, assignment of authorized officers and agents, (Liz/Matthew) passed unanimously.
  - c. The motion to approve Resolution 2021-06 SAP20-E2191-STB, assignment of authorized officers and agents (Liz/Matthew) passed unanimously.
8. Public comment--There was no comment from the public.
9. Calendar Review for upcoming tasks--El Valle Contract for water operator and billing, and CCR prep due to NMED and customers by July 1.
10. Review action items--Dennis will work with El Valle on billing contract, water operator contract and CCR preparation. Sebastian will post minutes and treasurer's report on website and send COI to Karyl. Matthew will review and update the ICIP 5-year plan for future projects which is due in September.
11. The motion to hold the next meeting on Thursday, July 8, 2021 at 7 pm via Zoom passed unanimously.
12. The meeting was adjourned at 7:53 pm.

Respectfully submitted by Karyl Lyne, Secretary