

El Creston Mutual Domestic Water Consumers Association

September 2, 2021 Board Meeting Minutes

Approved: October 7, 2021

49 Mira Sol Drive, Ojitos Frios Ranches Subdivision

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

1. Meeting called to order at 7:14 pm with a quorum in attendance.
2. Notice of this meeting was emailed and posted.
3. Motion made and seconded to approve the agenda. (Gene, Sebastian) Motion passed unanimously.
4. Motion made and seconded to approve the minutes from July 8th and August 5th (Liz, Anna) Motion passed unanimously.
5. Reports
 - a. Treasurer's report attached
 - b. Water System
 - i. Operator's Report: Nothing received
 - ii. CCR was completed and filed
 - c. Funding
 - i. Capital Outlay: Nothing to report
 - ii. Water Trust Board: Nothing to report
 - d. Phase II update: Hook-up along Mira Sol was postponed to next week, along with the substantial completion review.
 - e. Phase III update: Lines have been laid and waiting for water test results.
 - f. Membership Report: New members are the Cordovas on Mira Sol.
6. Old Business
 - a. Electronic Payments: Sebastian received a quote from Square which charges 2.6% plus 10 cents per swiped transaction or 3.5% plus 15 cents per manual transaction. Sebastian will work with Liz to get it set-up.
 - b. Billing: Working on obtaining a copy of Access in order to create an Access database for billing. Jim will work on creating it.
7. New Business
 - a. Water Delivery Service: Truck & Workers Comp quote from a different insurance company for \$1,100 annually which is what we paid with the last company. We would be able to prorate the truck insurance when we need to cancel.
 1. It was agreed to go ahead and pay the Workers' Comp.
 - b. Dennis worked with Maggie to develop the ICIP with 3 maintenance issues for \$50,000 to request from Capital Outlay. Maintenance of pump and the tank for years 4 and 5.
 - i. Motion made and seconded to approve Resolution 2021-07, Approval of the 2023-2027 Infrastructure Capital Improvement Plan. (Gene, Liz) Motion passed unanimously.
8. Public Comment: Wendy is concerned about the road condition and who will be doing the clean-up. Majority of the damage is the responsibility of Mora-San Miguel Electric. The

contract with New Image requires them to fix the road in the same or better condition as when they started. The HOA is working with both contractors.

9. Calendar Review for Upcoming Tasks: Assessment letter to go out in September, In October, review rates and develop next year's budget, remind customers to send in meter reading, and submit quarterly WTB report. Jim will begin working on the budget.

10. Action Items: Sebastian will finalize a contract with Square. Jim and Liz to work on Access. Cheryl and Liz will send out assessment letters.

11. The next meeting will be October 7th

12. Meeting adjourned at 7:49 p.m.

Respectfully submitted by Cheryl Zebrowski for Karyl Lyne, Secretary