

**El Creston Mutual Domestic Water Consumers' Association**

Thursday, July 6, 2023, 7:00 pm

Board meeting

Via Video Conference

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

1. Call to order and proof of quorum – Conrad unable to join. Doug, Gen & Liz, & Anna, Conrad joined late. Guests: Maggie Sims (Souder Miller) Jim Peters & Wendy Levens – Called to order at 7:08 PM
2. Proof of notice of this meeting – Emails & Optic.
3. Approval of Agenda – Gene, Liz
4. Approval of meeting minutes from June 1, 2023. – Gene, Liz.
5. Reports
  - a. Treasurer's report – File with minutes on One-Drive. Discussed loan payments and if payment amounts have changed year-year. Occasionally changes by a few dollars, probably due to admin fees. – Gene, Doug.
  - b. Funding
    - i. Capital Outlay Award – No updates
    - ii. Water Trust Board - No updates
  - c. Membership Report – No changes.
6. Old Business
  - a. Asset Management Plan progress & ICIP – Maggie from Souder Miller  
ICIP – Infrastructure Capital Improvement Plan. Five year plan with costs for improvements of systems. Ranked priority of projects. Asset Management Plan is for planning for maintenance and replacement of assets (pump, tank, lines etc.) Good thing to have both in place.  
  
Reviewed ICIP from 2022 (File saved with Minutes in one-drive). Determined that there is no any need for ICIP this year.
    - i. Asset management plan. First step it to apply for planning grant which we should qualify for 100%. Souder Miller can prepare the application.
    - ii. Approve resolution for funding 2023-06. - Gene, Anna – Approved
    - iii. Approve Open Meeting act resolution 2023-07 - Anna, Gene – Approved.
  - b. Inspection report follow-up
    - i. Gene – water test results and review of missing documentation – No additional actions required.

- ii. Doug – updated plan documents. Will try to get done prior to next meeting.
  - c. Ken King plaque – Gene called and found out that the best place is inspection access door which is flat. Asked for feedback regarding what should be on the plaque. “Could not have happened without his work” Gene will draft and send out to rest of the board. Still need to determine cost.
  - d. Pump station generator discussion with fire department. – No further discussion has taken place.
- 7. New Business
  - a. Six Month Budget Report – Jim Peters – Spending/Income is very close to budget. Capital grant of \$9,888,23 was unaccounted for in budget. Payment for WPF-5091 was budgeted but not required for 2023. Meter reader was not budgeted.
- 8. Public comment – None.
- 9. Calendar Review for upcoming tasks - Conrad received a call from New Mexico Tech to schedule the annual water level reading. Will schedule for later this month. Gross Receipts payment due in July. Quarterly well reports are due.
- 10. Next meeting date: Thursday, August 3, 2023
- 11. Adjourn – Gene, Anna