

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

Thursday, May 2, 2024, 7:00 pm

Board meeting

Via Video Conference

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

1. Call to order and proof of quorum – 7:01 Board members: Matt, Doug, Liz, Anna. No Guests
2. Proof of notice of this meeting – Emails, Optic
3. Approval of Agenda — Liz, Anna
4. Approval of meeting minutes from April 4, 2024. – Liz, Matt
5. Reports
  - a. Treasurer's report
    - i. Treasurer's report – File saved with Minutes on OneDrive – Doug, Matt
    - ii. El Valle report – File saved with Mintes on One Drive.
    - iii. Hub International Liability Insurance – File saved with Mintes on One Drive.
  - b. Funding
    - i. Capital Outlay Award – ~55K expires in 2026.
    - ii. Water Trust Board – No update.
  - c. Membership Report – No update.
6. Old Business
  - a. Asset management plan progress – Signed documents sent to Souder Miller last week. Project is back on track.
  - b. Ken King plaque – Gene was looking at a ceremony in June
  - c. Fire hydrant repair – Contract received. \$4,795.08. Doug moved that Gene be approved signatory for contract. Anna 2<sup>nd</sup>. Approved. Will need to give members
  - d. Easement Lease – May need to modify lease if a generator is added. Anna will review current lease.
  - e. Betty Thompson Billing – Doug will draft up a letter.
7. New Business
  - a. NM Bureau of Geology Well Measurement – May 8. Doug can meet him is Gene is unable to do so.
8. Public comment
9. Calendar Review for upcoming tasks – Loans due June 1<sup>st</sup>. Invoices should be received in May.
10. Next meeting date: June 6, 2024
11. Adjourn – Doug/Anna



# AI Generated Summary

## Board Meeting - May 02

[VIEW RECORDING - 25 mins \(No highlights\)](#)

### Meeting Purpose:

[Monthly board meeting for the AI-Christian MDWCA to discuss association business.](#)

### Key Takeaways

- [The fire hydrant repair contract is ready to be signed. Jean will sign it as the representative.](#)
- [The capital outlay award of \\$55,000 needs to be allocated. Possibly for a backup generator.](#)
- [The well will be measured on May 8th. Doug will meet the person from NM Bureau of Geology.](#)
- [The board will not submit an ICIP this year.](#)
- [Loan invoices will come next month and need to be paid.](#)

### Topics:

#### Treasurer's Report

- [Checking account balance on 4/30 was \\$2,723. One check for \\$1,386 cleared on 5/1.](#)
- [Annual report fee of \\$10 paid. Current balance is \\$22,689.](#)
- [Total reserves available is \\$1,260. Total unreserved cash is \\$23,952.](#)
- Water connection payments total \$1,887.
- [Insurance renewal of \\$978 will be paid.](#)

#### Water Operator's Report

- [10 monthly reports submitted from April to February. All samples came back negative.](#)
- [Pound house cleaned twice.](#)
- [Special water sample taken at Betty's house per NMED request. Came back negative.](#)

#### Capital Outlay Award

- [\\$55,000 left to allocate before 2026.](#)
- [Only item identified so far is fire hydrant repair reimbursement.](#)
- [Possibly use for backup generator.](#)

#### Fire Hydrant Repair Contract

- [Board approves Jean to sign contract as representative.](#)
- [Jean will hand deliver signed contract to Jeffries.](#)
- [Board wants notification of start date to notify water users.](#)

## **Betty Thompson Billing**

- [Letter still needs to be sent regarding billing issue.](#)

## **Easement Lease**

- [Board should review in case generator placement requires modifying the lease.](#)

## **NM Bureau of Geology Well Measurement**

- [Scheduled for 5/8 at 8:30am.](#)
- [Doug will meet them and stay for a bit. Matt can arrive at 11am if needed.](#)

## **ICIP**

- [Board decides not to submit an ICIP this year.](#)

## **Upcoming Tasks**

- [Loan invoices will come next month and need to be paid.](#)

## **Next Steps:**

- Jean to sign fire hydrant repair contract and deliver to Jeffries
- Doug to send easement lease to Anna for review
- Doug to respond confirming someone will meet for well measurement on 5/8
- Notify Maggie that ICIP will not be submitted this year
- Send letter to Betty Thompson regarding billing
- Review loan invoices at next meeting on 6/6/2024

# AI Generated Transcript

## Board Meeting - May 02

[@0:01](#) - Elizabeth (elcreston.org)

This meeting is being recorded. Hi, Doug.

[@0:10](#) - Secretary El Creston (elcreston.org)

Good evening.

[@0:13](#) - Elizabeth (elcreston.org)

Yeah.

[@0:14](#) - Secretary El Creston (elcreston.org)

A little note. Taker starts recording as soon as somebody joins. Evening, Matt. Hey, good evening.

[@0:24](#) - Elizabeth (elcreston.org)

Hi, Matt.

[@0:26](#) - iPhone (elcreston.org)

Hi guys. I hope I can stay on. I'm traveling and I may not have enough internet protection speed to stay on, but I'll try.

[@0:37](#) - Secretary El Creston (elcreston.org)

Okay. Well, hopefully, because I think Conrad said he's not going to make it. So. We may not have a quorum.

I don't know. But a quorum is four now. So. The quorum is three now because we drop somebody off the board.

So.

[@1:04](#) - Elizabeth (elcreston.org)

And the four members of the magic note taker, which they use last last time and it gives a transcript and it actually gives a somewhat reasonable synopsis of the meeting that got confused on a couple of things.

[@1:53](#) - Secretary El Creston (elcreston.org)

So I assume Gene's going to plan on joining us, but I've heard from him, so.

[@2:00](#) - iPhone (elcreston.org)

Okay.

[@2:02](#) - Elizabeth (elcreston.org)

Okay. Okay. Okay. Okay. All right.

[@2:46](#) - Secretary El Creston (elcreston.org)

Jim often hangs out with us, but I haven't seen him today either.

[@2:54](#) - Elizabeth (elcreston.org)

Jim said he wouldn't be able to make it.

[@3:13](#) - Secretary El Creston (elcreston.org)

Do you have the ability to see the agenda or do you want me to kind of run it since I have the agenda?

[@3:22](#) - iPhone (elcreston.org)

I pulled it up. I have a call to order and proof of forum, but we don't have a forum, do we?

[@3:29](#) - Secretary El Creston (elcreston.org)

I think we do now, yeah, because we've reduced the number of board members to six, so a quorum is three, so we've got four, so we've actually got a forum.

[@3:38](#) - iPhone (elcreston.org)

All right. Well, does anybody want to move to start the meeting?

[@3:46](#) - Secretary El Creston (elcreston.org)

I'll also move.

[@3:49](#) - iPhone (elcreston.org)

Okay. I'll second it.

[@3:54](#) - Secretary El Creston (elcreston.org)

Let me start the recording.

[@3:58](#) - Elizabeth (elcreston.org)

Oh, it said it was

[@4:00](#) - iPhone (elcreston.org)

Recording when I logged in.

[@4:01](#) - Secretary El Creston (elcreston.org)

Oh, it's it's there's two recordings. There's one. That's the that's the AI note taker and then the other is the actual the actual recording.

So When I log in, it's the AI note takers taking notes. That's records, but then there's the regular zoom recording.

Okay. I started that so So do we approve of the agenda?

[@4:27](#) - Elizabeth (elcreston.org)

I don't.

[@4:28](#) - Anna M. Aragon (elcreston.org)

Okay, second.

[@4:30](#) - iPhone (elcreston.org)

All right, there you go. And do we approve of the meeting minutes from April 4th, 2020 for Does anybody move to approve them?



[@4:43](#) - Elizabeth (elcreston.org)

I shall move.

[@4:44](#) - iPhone (elcreston.org)

I'll second. Thank you. So moving right along. Do we have a treasurer's report?

[@4:52](#) - Elizabeth (elcreston.org)

Yes.

[@4:53](#) - iPhone (elcreston.org)

Give me two seconds to bring it up here. Okay.

[@5:09](#) - Secretary El Creston (elcreston.org)

We have this meeting, they have moved stuff around on the Zoom dashboard, and so every time I have to go look for it differently.

**SCREEN SHARING: Doug started screen sharing - [WATCH](#)**

All right, can y'all see the Treasury report?

[@5:33](#) - iPhone (elcreston.org)

Yes, I can.

[@5:35](#) - Anna M. Aragon (elcreston.org)

Yes.

[@5:37](#) - Elizabeth (elcreston.org)

Okay, the checking account balance ending April the 30th was 2723, since May 1st, yesterday one check cleared 1386, that's for the new mailing that W says.

I did see I paid the secretary of state annual report and that's \$10. That's still outstanding So the current checking balance as of today is 22,000 689 37 the same account balance ending April 30th was 39,300 362 70 and then the breakdown of the monies and loan reserves, capital reserves, maintenance so available on reserve is 1,260 to 70 overall total unreserved cash balance is 23,952 7 and then the water connection payment stand by it was 1,8,8,7,19 and then the breakdown of the payment

[@7:00](#) - Secretary El Creston (elcreston.org)

So, I move we accept the Treasurer's report.

[@7:04](#) - Anna M. Aragon (elcreston.org)

Second.

[@7:07](#) - iPhone (elcreston.org)

Okay.

[@7:11](#) - Elizabeth (elcreston.org)

Okay. then along with this on the Water Operators report, I sent you all a, on one sheet, dates of 10 reports that Carlos submitted the date starting April 15, 2023, all the way through February 15, 2024.

**SCREEN SHARING: Doug started screen sharing - [WATCH](#)**

All 10 reports reported a monthly water sample was taken and delivered to the lab. The sample came back negative.

There it is. He cleaned the poundpouse twice on July 15, 2023 in August, the 15, 2023 and then he signed it.

Okay. One. Okay. Additional charge for three hours was with July 18th, 2023, when he had to collect a special water sample at Betty's house.

It was requested by Frank Baca New Mexico Environment Department, and that came back negative. And the other thing is I did share with all the board members, the invoice for Hub International.

It's the renewal for the year, and the amount that I will be paying is \$978.53. went up about \$25 for the year.

And every year. When we first got it, we chose to decline to purchase the certified acts of so I define it that we're declining that.

But I will be making that payment to international, hub international tomorrow.

[@9:18](#) - iPhone (elcreston.org)

I didn't have that one pulled up to the chair but I think we know that I can pull it up if you I don't need to see it.

[@9:31](#) - Secretary El Creston (elcreston.org)

I pulled it up on another device, I'm good. I'll make sure I save it with the other documents and the things so I forgot I missed that when I was bringing them all up.

[@9:52](#) - iPhone (elcreston.org)

Okay. Thank you. Should we move on to the capital outlay award?

[@10:00](#) - Secretary El Creston (elcreston.org)

Yeah, we have any report on that, do we?

[@10:06](#) - Elizabeth (elcreston.org)

No. That's where we probably need to start talking about because we have the 55. Sorry, I don't have the full amount, the 55,000 left and from the 65.

55 K that received and it expires 2026 so we need to start other than the fire hydrant repair that we're going to be asking to be reimbursed.

That's the only thing we identified going towards the 55,000.

[@10:51](#) - Secretary El Creston (elcreston.org)

You said 25 or 2026.

[@10:55](#) - Elizabeth (elcreston.org)

2026.

[@10:56](#) - Secretary El Creston (elcreston.org)

Okay, so we got a couple of years to figure that out. We've been talking. I'm about possibly doing that with doing it backup generator, but I think that was the kind of the direction we were looking but we haven't made any decisions on that.

[@11:20](#) - Elizabeth (elcreston.org)

And nothing on the water trust board, we won't be requesting any additional monies or.

[@11:40](#) - iPhone (elcreston.org)

Sounds good. And we don't have any changes on the membership before.

[@11:52](#) - Secretary El Creston (elcreston.org)

I do need to reach out. think this month, the new family that was that bought one of the properties is supposed to be moving in.

And this month early June. So I've got to track down their email again and reach out to them, but wait till they get here.

[@12:09](#) - **iPhone (elcreston.org)**

Yeah. So old business. Do we have an asset management plan progress?

[@12:27](#) - **Secretary El Creston (elcreston.org)**

We've got the documents. And I saw that Maggie responded that she had them and that she was moving forward.

So. When we're seeing the email and I can't find it, there it is. Yeah, she said, great news. We can move for the next step.

I'll let you know if we're missing anything. She went ahead put the date on him from that day. And so I think everything's we're back on track for that.

[@12:57](#) - **Elizabeth (elcreston.org)**

So.

[@13:00](#) - **iPhone (elcreston.org)**

Great. Am I supposed to ask for a movement to proceed forward with different things, or should we just move ahead?

[@13:10](#) - **Secretary El Creston (elcreston.org)**

We just move ahead, I think. Unless we've got some, unless we've got some, something needs approval, but.

[@13:17](#) - iPhone (elcreston.org)

All right. So Dean is in here really to talk about the plaque. Does anybody have anything to add to it for now?

[@13:23](#) - Secretary El Creston (elcreston.org)

No, he was going to look at, look at maybe doing something, doing something in June.

[@13:29](#) - iPhone (elcreston.org)

Okay. Right. And then the fire hydrant repair. So we have the contract settled.

[@13:37](#) - Elizabeth (elcreston.org)

Yes. All board members, a copy of it. I just sent a new one amended.

[@13:46](#) - Secretary El Creston (elcreston.org)

Okay.

[@13:46](#) - Elizabeth (elcreston.org)

I amended it only on the name, I amended it to include our name, AI-Christian MDWCA, because it just had Jean's name on it.

**SCREEN SHARING: Doug started screen sharing - [WATCH](#)**

And I added Jean as a representative, and then in Box 2, I added an appeal box.

[@14:07](#) - iPhone (elcreston.org)

Yeah, good idea. Okay. Thank you.

[@14:16](#) - Secretary El Creston (elcreston.org)

How about the contract up if there's any. just need to get Conrad or somebody to sign it right.

[@14:24](#) - Elizabeth (elcreston.org)

I didn't know if the board wanted to approve Jean as able to sign it since he's our representative.

[@14:33](#) - iPhone (elcreston.org)

Right. I mean, I'd be happy to sign it, but then you'd have to my name on it, wouldn't you?

[@14:39](#) - Elizabeth (elcreston.org)

No.

[@14:41](#) - Secretary El Creston (elcreston.org)

I'll move that we approve for Jean to sign it.

[@14:44](#) - iPhone (elcreston.org)

Okay.

[@14:45](#) - Anna M. Aragon (elcreston.org)

Second. Second.

[@14:47](#) - Elizabeth (elcreston.org)

Okay. So I really have to check ready and I will call Jean to pick up this and ask him to sign it and then for him.

If he's been a hand carry to Jeffries to get their signature so that we have assigned a contract on file.

And then once we do that, does the board members want a copy of the signed contract?

[@15:14](#) - **Secretary El Creston (elcreston.org)**

I think we just maybe just make sure we've got a copy of our file.

[@15:19](#) - **Elizabeth (elcreston.org)**

Okay, I'll send it to you. And then I did tell James that we need to know the date that they're planning to start.

We do it because we do need to notify the water uses.

[@15:34](#) - **Secretary El Creston (elcreston.org)**

Yes, especially if they're going shut things down. We need to give at least a week's notice, I would think.

[@15:41](#) - **Elizabeth (elcreston.org)**

Okay.

[@15:46](#) - **iPhone (elcreston.org)**

Sounds good. How about the Betty Thompson billing.

[@15:54](#) - **Secretary El Creston (elcreston.org)**



So that one. Yeah, so I came out, I was, I was on the hook. I was on the hook to send her a letter and I never got to last month just just based on my job, April becomes very busy.

I'm not a tax accountant, but I my customer is a major tax preparation company. And so April turned into from our early from our meeting in the first of April until and then I was out of last week.

So I never got chance to put together the letter for her. I will get that done here. Hopefully this week.

She emailed asking some questions. I responded that I ordered something and she was nice about it, but I still need to draft up a letter for her.

[@16:44](#) - **iPhone (elcreston.org)**

Okay, thank you. So now I'm trying to find the list.

[@16:52](#) - **Secretary El Creston (elcreston.org)**

Sorry, be right back with the other thing. The other thing we're talking about was we looked at the lease for the easement and it was.

And on last week, we wanted to make, see, see if we, if we put a, because we're talking about putting a generator on there, was some discussion about whether, if we put a generator on there, whether we need to modify that lease or extend the easement to put a generator on the property, and I'm not certain from reading it if we need to, I think we may need to.

Do.

[@17:26](#) - **iPhone (elcreston.org)**

It might be good for neighborly. Bohesiveness to have it.

[@17:34](#) - **Secretary El Creston (elcreston.org)**

Well, especially if we're putting a, yeah, especially putting a generator and a propane tank and then the generator probably will automatically fire off or somebody will fire it up every, you know, once a month to test it and don't have to keep the propane tank filled.

So there's going to be a little more, a little more action and property than normal.

[@17:53](#) - **iPhone (elcreston.org)**

Yeah.

[@17:56](#) - **Secretary El Creston (elcreston.org)**

So I didn't know. And Anna, you have the, the, the. have all of the legal background, so I don't know if you'd like to look at it.

think Liz found it and sent it out last month, I'm trying to remember.

[@18:12](#) - **Elizabeth (elcreston.org)**

Yes, I did.

[@18:13](#) - **Anna M. Aragon (elcreston.org)**

Okay, if you wouldn't mind sending it again, I get so many emails that it probably got lost in the-  
Okay, I'll send it to you again.

Okay, now I'll be able to look out for it so that I can review it.

[@18:27](#) - **Elizabeth (elcreston.org)**

Okay.

[@18:29](#) - **Secretary El Creston (elcreston.org)**

Yeah, and I suspect we'll probably have to do something and we may have to pay them a little more, a little more money than what we're paying on now just for a little chump more property, but that was the main reason we had it on the thing.

[@18:45](#) - iPhone (elcreston.org)

Right.

[@18:46](#) - Secretary El Creston (elcreston.org)

could go take this chair off so we can see each other do.

[@18:52](#) - Anna M. Aragon (elcreston.org)

I could do without that. You have to do that because I've seen me, you're fine.

[@19:01](#) - iPhone (elcreston.org)

Does anybody want to address the May 8th New Mexico Bureau of Geology Well Measurement?

[@19:08](#) - Secretary El Creston (elcreston.org)

So I don't know if everybody saw that email or not, it showed up yesterday and it was addressed, I think it was addressed to Conrad and Gene, but I was copied on it as well, and if anybody else got it, do not want to see, I think it came in yesterday.

And it goes from Joseph Beaman, who is the New Mexico Bureau of Geology, I work with Scott Christensen, who's recently retired.

I'll be measuring wells in northeastern New Mexico next week and want to measure well Wednesday May 8th in the morning around 830.

So the question is whether somebody that was hoping Gene would be on because he may be the best person to let him in or to go I can probably go over there, but I couldn't stay around past, I don't think I'd stay around past,

looking at calendar quickly.

[@20:01](#) - iPhone (elcreston.org)

don't think I stay around past 8.30.

[@20:03](#) - Secretary El Creston (elcreston.org)

I could let him in at 8.30, but not maybe past that when we look at my calendar again because I might be able to be over there that day if we look at the 8th.

[@20:18](#) - iPhone (elcreston.org)

I wouldn't be able to get there until about noon.

[@20:21](#) - Secretary El Creston (elcreston.org)

Yeah, and I've got from Santa Fe. Right, so I could maybe get over there Yeah, I could probably go over there at 8.30.

I've got a meeting, but it's not a mandatory meeting at 9. So I could probably meet him over there and stick around for a little while.

I couldn't stick around all day, but if he's too much later than nine o'clock, I wouldn't be able to do it.

So.

[@20:49](#) - iPhone (elcreston.org)

All right, well, if you get stuck, let me know. can I can leave or I can get there on 11 o'clock.

[@20:58](#) - Secretary El Creston (elcreston.org)

Yeah, so then we need to reach out to Do you need to find out if he's able to?

[@21:03](#) - iPhone (elcreston.org)

Okay. Do you mind doing that?

[@21:06](#) - Secretary El Creston (elcreston.org)

I'll respond. Yeah, I'll respond back to him that that that that will make sure somebody's there meeting.

[@21:12](#) - iPhone (elcreston.org)

Okay, thank you. Um, so we have no public comment.

[@21:17](#) - Elizabeth (elcreston.org)

Okay, I have another thing. Maggie from and Sarah. I think that's turning from solder Miller. Um, had sent an email to Conrad and Maggie followed up by sending it to us to me.

And she wanted to know if the board is going to be, um, sending, um, the ICIP, um, the infrastructure capital improvement plan project.

And if so, it's, we will have to take up the resolution next month on June 14th. And they want to know if we're interested in doing that this year.

[@21:57](#) - Secretary El Creston (elcreston.org)

Yeah, I think, I think we determined that we didn't. need to do that right now because we're not making a lot of uh we're not doing improvements right so we didn't need to make that do that get that done with i know there's the asset management plan but i think the other piece i don't think we were worried about we're worried about yeah from what i remember in previous discussion yeah we didn't do one last year okay so i'll notify them that we are not going to do one again this year yeah okay all right so um we just talked about some upcoming tasks or anything else we need to address sorry my dog is barking here come on hello mine has been barking all night um the only thing is next month uh

[@23:05](#) - Elizabeth (elcreston.org)

We should be getting the invoices, I believe, me, but I will make sure and let the board know. And I think for sure this year we take up our fourth loan.

So, but I will let the board know once I receive the invoices.

[@23:26](#) - iPhone (elcreston.org)

And we have, oh, so we're receiving the loan, we're not paying it, right?

[@23:31](#) - Elizabeth (elcreston.org)

Yeah, we're receiving the invoices, but we have to pay four loans. one of them, we pay up to \$5,000 and the other one is 2000.

And then the third one is 526, believe, and I believe the fourth loan will be 2000 also.

[@23:54](#) - Secretary El Creston (elcreston.org)

We've got that all budgeted and set aside.

[@24:00](#) - iPhone (elcreston.org)

Excellent. So, our next meeting date is going to be June 6, 2024. Is that correct? Okay. Do you, does anybody move to adjourn the meeting or is there anything else to be added before that?

We're discussed. No?

[@24:21](#) - Secretary El Creston (elcreston.org)

right.

[@24:22](#) - Anna M. Aragon (elcreston.org)

I'll move with your second.

[@24:26](#) - **iPhone (elcreston.org)**

Well, thank you very much, everyone. All right. Nice short meeting for once. Talk to you all later.