**Minutes of the March 21, 2024 Meeting**

The meeting is called to order at 7:08 pm. Board Members Ann Murray, Todd Brown, Pat Brown, Cynthia Frederick and Carol O’Keefe are present, along with Ruth Center, bookkeeper.

Todd reads **the agenda**. Ann moves to approve the agenda with the addition of PRC under New Business; Pat seconds, and the agenda is approved.

Carol reads **the minutes** of the February meeting. Cynthia moves to approve the meeting minutes; Ann seconds, and the minutes are approved.

Pat reads the **Treasurer’s Report** for February. As of February 29, the Association had $227,083.08 in the bank account. Our income for the month of February was $6,562.07. Our expenses were $3,719.37 for an increase of $2,842.70. Pat reports that the association received a Notice of Policy Conditional Renewal from Glatfelter, our insurance underwriter. Our equipment breakdown deductible will be increased to $5,000. Pat reviews the bank reconciliations for February. Pat moves to approve the February treasurer’s reports, the payment of bills, and the bank reconciliations. Cynthia seconds, and all are approved.

Cynthia reads the **Operator’s Report** for February. In February, 282,613 gallons flowed to the village and 8,600 gallons were hauled. Year-to-date the village used 1.80-acre feet. The water level behind the dam is 2.0 feet, no change from last month. **We are using the water from the well.** Carol moves to approve the February operator’s report; Cynthia seconds, and the report is approved.

**Old Business**

* **Annual Audit –** The audit was concluded, and our auditor submitted the report to the state. We are waiting for approval. Once it is approved, the auditor will submit his invoice for payment.
* **Budget Reporting –** We are behind in our budget reporting as a result of the transition to the state’s new online budget system. The bookkeeper will purchase a new computer and load the new software. The interim budget report will then be filed, followed by the final budget.
* **Electronic Billing –** Members made electronic payments in February. The system is up and running. Pat has added a PAY MY BILL direct link on https://www.cerrillosnewmexico.com/el-vadito-water-association.
* **Martin/Martin Engineering Firm –** Jerry May, our lead at Martin/Martin, has notified us that he is beginning the process of retiring. He has provided us with a new lead at Martin/Martin, but he will remain available for a while.
* **NMFA Loan Terms-** We are responsible for paying back only 25% of the $789,072 loan at .25% interest over a 32-year term. Once the payments commence, we will be making roughly $6,833 a year in payments. Before we sign off on the loan, we must update our articles of incorporation to extend the life of the water association (see below, under New Business). In addition, we need to have a formal agreement with the owner of the property our new pipe will cross below tank #1. The goal is for the board to adopt a resolution for the loan agreement at the April board meeting.
* **Lawyer Input –** We are waiting for our lawyer to draft a formal agreement with the property owner mentioned above.
* **Water System –** 
  + The new transducer is working now, and the tank levels are staying between 19.5 ft and 20.5 ft.
  + The water from the dam was shut off.
  + A meter can was raised for a member, and the meter can at the park will be raised.
  + The shut off valve installed by the county at the senior center/fire station is fourteen feet deep. As a result of this depth, it will be virtually unusable.
  + The president put together draft emergency shut off procedures and a contact list. The board will review and discuss again at the next meeting.

**New Business**

* **Amend Date in Articles of Incorporation –** The original Articles of Incorporation were dated October 4, 1974. The term was fifty years. As the term is expiring this year, it is necessary to amend the articles to extend the existence of the association. Ann moves we extend the date on the Articles of Incorporation for another 76 years; Carol seconds, and the motion is approved.
* **Bank Account Discussion –** El Vadito is insured to $250,000 for our bank account. If our balance extends beyond that, we may need to consider opening a second account at another institution. If or when our account approaches that balance, we will look into opening a savings account at another institution.
* **NM Environmental Department: New Regulations on Member Owned Water Lines –** The board received a communication from the New Mexico Environment Department regarding a new service line inventory meant to detect lead pipes. This inventory would require every member to identify the material of the pipe that connects their home to their meter. The board believes complying with this will be very difficult and potentially costly, so we are in the process of questioning the state environment department about this to gather more information.
* **PRC** – The board was notified by the PRC of a probable violation resulting from the line break at the construction site in December. The violation was for failure to properly locate and mark underground facilities within 18 inches of the surface. The president is contesting this because the water system plans did not show the pipe on the south side of the road. We always thought it was on the north side of the road. It is correctly marked on the plans now. If it is determined that the violation stands, then the president may need to attend an online Excavation Law and Procedure class.

The meeting is adjourned at 9:01.

**NOTE**: The board will meet at the Cerrillos Mining Museum at 7:00pm on Thursday, April18th for the April meeting.