

# *Brazos Mutual Domestic Water Consumer Association*

**BMDWCA  
Regular Board Meeting  
#2 Brazos Circle  
6/18/22  
10:00 AM MDT  
Final Meeting Minutes**

## **I. Convene and Roll Call**

Board Members Present: Bob Cooke, Chris Dennison, Dennis Fahs, Irv Lindemuth, Jim Banister, Karen Adam, David Hebertson

Board Members Absent: Amanda Urioste

Others in Attendance: Teri Fahs, Martha Bannister, Levi Sandoval—BMDWCA Water Operator, John Schrandt—Sierra Engineering

- A. A quorum was present.
- B. Meeting called to order by Bob Cooke at 10:10am

## **II. Approval of Agenda**

- A. Bob Cooke asked that the agenda be modified to move Levi Sandoval and John Schrandt to the beginning of the meeting to let them speak first.
- B. Dennis Fahs made a MOTION to approve the agenda as modified. David Hebertson SECONDED the motion. Motion PASSED by UNANIMOUS APPROVAL

## **III. Approval of Meeting Minutes**

- A. **May 28, 2022 Annual Meeting Minutes** were not approved as this must be voted on by BMDWCA membership at next year's Annual Meeting.

### **B. May 29, 2022 Meeting Minutes:**

Three (3) corrections were identified: 1) "Appointment of Board Members" changed to "Election of Board Officers"; 2) Order of Board Elections, Dennis Fahs made a motion for Chris Dennison to be Vice President. Chris Dennison declined; 3) Under "Conclusions, Irv Lindemuth's spelling of his name corrected (remove the "r").

Dennis Fahs made a MOTION to approve the May 29, 2022 Meeting Minutes as modified. David Hebertson SECONDED the motion. Motion PASSED by UNANIMOUS APPROVAL

## **IV. Reports**

### **A. President's Report**

- i. Levi Sandoval:
  - a) Reported that there were leaks behind the Cliffview Restaurant. One was in the supply line and is now repaired. The other was on private property—the meter

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was shut off and the owner will be informed that they need to repair their system before the meter will be unlocked.

- b) Stated that we are producing a minimal amount of water that gives us about an inch added to the lower tank each day.
  - c) Requested a workload assessment if we plan to upgrade to new infrastructure.
  - d) Reiterated that he is the system operator (monitoring, treatment, and compliance). We need to contract with a system distribution and maintenance person/company.
  - e) Reported that the storage tank above the pond has leaks. David Hebertson advised that the tank be capped and isolated from our system, so the fire department can use it for water storage.
- ii. Bob Cooke wants to thank the board of directors for their diligence and perseverance in everything BMDWCA. The new board has only been on the job for 4 weeks, and everyone is dedicated to maintaining and improving the system.

## **B. Directors' Reports**

- i. Dennis Fahs and Karen Adam brought John Schrandt from Sierra Engineering to report on the status of the new Wellhouse #4 and other items.
  - a) Work on the well house began June 18, 2020. The original cost of \$100,000 changed to \$135,000 due to State mandate to add a chlorination monitoring system.
  - b) Sierra Engineering oversees File Construction. The electrical is ready for State inspection, then NORA and the electrician will make final connections. Then the pump needs calibration.
  - c) Mr. Schrandt highly recommends we install a Pump Motor Protection Device to keep safe from electrical problems. Expected cost for parts and labor--\$3,500
  - d) To continue with new infrastructure plans for our system, the State wants a Preliminary Engineering Report (PER). Cost for the PER may be covered by the State.
- ii. Chris Dennison reported that Tyler Lystash at the Office of the State Engineer stated that the Emergency Authorization for Wellhouse #4 will renew after June 30, 2022 if necessary, then change to supplemental permit.
- iii. Irv Lindemuth:
  - a) Irv and Bob Cooke spoke with Melanie Delgado at ENV Drinking Water Bureau and Ramon Lucero at Rural Community Assistance Corporation (RCAC). They assured us they will assist the new board as needed.
  - b) Obtained the water tests on Wellhouse #4 from two years ago that are still needed now.

## **C. Treasurer's Report**

- i. Current NM Bank and Trust = \$19,234.59  
(Deposits 5/31 to 6/18 = \$3,711.25)  
Fidelity Premium Services = 68,305.44  
Outstanding Accounts Receivable = 8,019.44

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David Hebertson made a MOTION to approve the Treasurer's Report. Dennis Fahs SECONDED the motion. Motion PASSED by UNANIMOUS APPROVAL

- ii. Purchase of Quickbooks at \$372.71 per year.

David Hebertson made a MOTION to purchase Quickbooks. Dennis Fahs SECONDED the motion. Motion PASSED by UNANIMOUS APPROVAL

- iii. Change Fiscal Year—Eric Luchetti at the State Department of Finance Administration informed Karen Adam that BMDWCA needs to change our fiscal year to July 1 to June 30 in order to be consistent with State reporting requirements. It was noted that the current fiscal year will be 15 months.

David Hebertson made a MOTION to change the fiscal year to July 1 to June 30. Irv Lindemuth SECONDED the motion. Motion PASSED by UNANIMOUS APPROVAL

## **V. New Business**

### **A. Leak Identification and Remediation (I)**

The Board of Directors wants all BMDWCA members to be vigilant in identifying leaks and reporting these leaks to any board director. Leaks on the property owner side of the meter will be reported to owner and meter will be locked until repairs made.

### **B. Brazos Canyon Volunteer Fire Department Tank Access Request (I/A)**

Dennis Fahs made a MOTION to allow access and use of the water tank above the pond to the Brazos Canyon Volunteer Fire Department for fire suppression purposes. As previously stated, this tank will be capped and isolated from the water system. The fire department has permission until revoked by future board vote. David Hebertson SECONDED the motion. Motion PASSED by UNANIMOUS APPROVAL

### **C. Jake Collison Land Access Request for Tree Trimming (I/A)**

Irv Lindemuth made a MOTION to table this item. Seconded by Dennis Fahs. Motion PASSED by UNANIMOUS APPROVAL

### **D. Tractor Water Operator Contract Position (I/A)**

Unsure if this was to discuss a Water Distribution position/contract, Irv Lindemuth made a MOTION to table this item. Seconded by David Hebertson. Motion PASSED by UNANIMOUS APPROVAL

### **E. Open Board Director's Position (I/A)**

David Hebertson made a MOTION to contact all write-in nominees from annual election to find out if they are interested in serving on the board. No SECOND. Motion fails.

Karen Adam made a MOTION to table this item. Seconded by Irv Lindemuth. Motion PASSED by UNANIMOUS APPROVAL

## **VI. Old Business**

### **A. Hiring Bookkeeper (I/A)**

David Hebertson made a MOTION to table this item. Seconded by Karen Adam. Motion PASSED by UNANIMOUS APPROVAL

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B. Hiring Attorney (I/A)

David Hebertson made a MOTION to table this item. Seconded by Karen Adam. Motion PASSED by UNANIMOUS APPROVAL

**VII. Public Comment**

**None**

**VIII. Next Meeting Date and Location**

Saturday, July 2, 2022 at 10:00am at Brazos Canyon Volunteer Fire Department of TBD

**IX. Adjourn**

Karen Adam made a MOTION to adjourn. Seconded by Dennis Fahs. Motion PASSED by UNANIMOUS APPROVAL