

*****DRAFT*****

BRAZOS MUTUAL DOMESTIC WATER CONSUMERS ASSOCIATION, INC.
March 8, 2025, Regular Meeting Minutes

MEETING WAS CALLED TO ORDER at 9:49 a.m. through Google Meets.

DIRECTORS PRESENT:

Amanda Urioste, President
Jimmy Banister, Vice President
Deej Banister, Secretary
Scott Eliason, Treasurer
Chris Dennison, Director
(quorum met)

PUBLIC PRESENT:

Mike and Karen Adam
Grant Allen
William Diaz
Teri Fahs
Mallender Family
Ronald and Cindy Ridge

Public was asked to wait until the end of meeting to ask questions.

APPROVAL OF AGENDA:

Amanda called for a motion to approve the agenda. Deej Banister made a motion to approve. Jimmy Banister seconded; motion unanimously carried.

APPROVAL OF MINUTES:

Amanda Urioste called for a motion to approve the minutes of October 18, 2024. Do we have any comments. Hearing no comments, Amanda called for a motion to approve the minutes. Jimmy Banister made a motion to approve the minutes. Scott Eliason seconded the motion; motion unanimously carried.

NEW BUSINESS:

OMA Approval:

Amanda Urioste called for a motion for the approval of the annual Open Meetings Act. We need to acknowledge that we have reviewed and will follow the Open Meetings Act. Jim Banister made the motion to approve. Scott Eliason seconded; motion unanimously carried.

Renewal of Levi Sandoval, Water Manager, Contract:

Amanda Urioste called for a motion to approve Levi Sandoval's contract. Deej Banister made the motion to approve. Jimmy Banister seconded; the motion unanimously carried.

Bookkeeper Position (Job Description Update Info):

The bookkeeper information that is on the agenda is just for discussion. There is no vote required. Just need to review. We have been using a list of duties that was provided by Gretchen Denman our previous bookkeeper. I would like Directors to review and list concerns and comments and submit concerns for consideration at a later date. The only thing that I see missing from the list and that I would like to have added, is the issuance of the 1099's at the end of the year.

Water System Update:

Chris Dennison indicated that there is not a lot to report. We have two tanks that are full as of a couple of days ago.

I mentioned at the last meeting that we were in the process replacing the altitude valve at the middle tank. This valve is an integral part of how the system works. Basically, this valve allows water to be pushed from one tank to another so that when one is full it diverts into the empty tank and fills it. This replacement did not go exactly as we had planned. We had it installed and it was working fine and then it was not. Levi and the NMRWA determined that sediment and gravel in the lines caused the malfunction. Due to the valve jam, the water could not change direction from one tank to another. Adding an inline filter to the lines should alleviate the jamming and allow water to shift from one tank to another. Levi is currently working with NMRWA to procure the part and costs for Board approval.

One other incident that occurred during the night. It turned out to be a frozen pipe situation. Levi immediately came and did whatever magic he does and got it working again. We have not had a problem since.

Because it is winter and there are very few people in the area during this time, the new supplemental well is currently shut off. We are letting it rest and allowing it to go through a curing process. We are pumping from the other wells into our tanks to keep them full. When it was running this last fall, it was producing about 5 gallons per minute and it was good water. We think we may have found the sweet spot. I know that 5 gallons of water per minute doesn't sound like a lot, but over the course of a 24-hour period with it doing that continually, that's quite a bit of water and it is a good backup to have.

In the past, having water in the lines was the ultimate goal. Obviously keeping water in the lines is the ultimate goal, but it is an aging system. The infrastructure, some of it has been in the ground since the 60's. The ultimate goal, at least in my eyes, and I think I speak for the rest of the Board members on this, is that once we can get enough of the immediate repairs, I mean, we are still going to have stuff that pops up, but once we can get enough of the immediate stuff like the altitude valve and some of the pressing infrastructure done, then we can start with the overall plan, which is identifying where to start with projects that are going to be long-term to make the system better.

I know that there are different tools and different grants that are available to do some of the stuff, but the eventual goal is to start replacing some of the older sections before they fail and we are no

longer playing catch up on this stuff. We actually get ahead of it a little bit and that would be a good place to be. The goal is to try to start staying proactive rather than reactive.

Amanda replied that there is some opportunity through RCAC and NM Rural Water where they can offer some assistance in that area so we get things a little more settled and we have some additional bandwidth and resources to start having those conversations, obviously winter up there is kind of not the time to start to do any of that, but hopefully now in the spring we can have some of those conversations, find some area that we know are in need of attention or repair and like you said, be proactive rather than waiting for the sky to fall or an emergency to happen or water to go out.

Financial Update:

Scott presented the financial update:

1. The checking account was at \$89,842.00 as of 3/7/25.
2. The BMDWCA has filed a profit tax return every year. I filed for the year ending March 31, 2024 at no cost to the Board. I suggest that we have an attorney write a letter to IRS stating that we are a section 115 public entity and that we should not need to file a tax return.
3. Scott asked Amanda if the BMDWA had received an exemption from paying property taxes.
4. Amanda indicated that Deej Banister submitted everything in person to the County. There is nothing outstanding from our end. We are just waiting for the official stamp and seal of approval from the State. I know that valuations come out shortly. They have everything from our end. Is that right Deej? I didn't misstate anything did I?

Deej replied: That's the way I understand it. They did copy all of the information we submitted and indicated that it appears complete. They felt that we would qualify but all information had to be reviewed. We are waiting to be notified of the State's decision.

Scott replied: That's excellent. That would be one bill that we do not have to pay annually.

5. Lastly, we have billings coming up for this next year that will be sent out to all the members and we do have two loans for the infrastructure. One loan, I think has one payment remaining in August. I think it's about \$1,600.00. After that, there will just be the one big loan that we have outstanding. I think that payment is about \$11,000.00 a year and that happens in August. I think from a financial position; we have been prudent about spending money and having almost \$90,000 in the bank before the next billing goes out is a good position that we are in.

Amanda followed Scott's presentation with a previous financial point mentioned by Chris. Our partnership with the NM Rural Water Association has proved to be very valuable not only from a knowledge standpoint, but from a financial standpoint. They have participated in several of our improvement and maintenance projects. Because we are a member of this Association, the labor for these initiatives is completely covered by them. It is not a cost to our Board.

New Board Members Petition:

There was a new Board Member petition that was submitted to the Board. It has been reviewed. It was also copied to NMED in the time frame of receiving the petition. There was a signature on the petition that was asked to be removed. The petition is one signature short.

For the members that submitted that petition--they can resubmit it with the number of needed signatures. Another way to apply is to submit your name to the Board to be put on the ballot of the annual meeting.

PUBLIC COMMENT:

Amanda indicated that we have a few minutes left in our meeting for public comments:

Mallender Family: I am just inquiring about the response to the New Mexico Environmental Department letter. We needed to submit all records over the last 10 years within 30 days of the letter to avoid a penalty for the community. Has that been satisfied or will it be satisfied in time? **Urioste:** We sent a response to NMED in regards to the entire letter. We have not heard anything back.

Terry Fahs: No response. **Urioste:** I think Terry may be having audio issues. Terry, if you have a comment, you are welcome to submit that in writing.

NEXT MEETING DATE AND LOCATION: TBA

ADJOURNMENT: Amanda Urioste called for adjournment at 10:58 a.m.

Urioste: Thanks very much to Scott, Chris, Jimmy, and Deej for all the information, all of the updates, all the hard work. I know it's been a lot lately. I appreciate you all and hope you have a great rest of your weekend.

Deej Banister
Secretary