

**MINUTES**  
**SIERRA LOS PINOS PROPERTY OWNERS' ASSOCIATION (SLPPOA)**  
**BOARD MEETING**  
August 20, 2019

**1. CALL TO ORDER:** 7:18 P.M.

**2. ROLL CALL:** (P-Present, E-excused, A-Absent without notification)

|                                    |   |                                    |   |                            |   |
|------------------------------------|---|------------------------------------|---|----------------------------|---|
| President –<br>Judy Kilburg        | P | Water – Harold Corn                | P | Legal – Paul Rightley      | P |
| Vice President –<br>Harold Corn    | P | Water Compliance –<br>Tamara Weary | E | Firewise – Paul Lisko      | P |
| Secretary - Geraldine<br>Burnworth | P | Roads – Dave Stuedell              | P | Architectural – Paul Lisko | P |
| Treasurer - Jeremy<br>Oepping      | P | Parks - Vacant                     |   |                            |   |

GUEST: Suzanne Star, Mark Stanley, and John Schrandt

**3. APPROVAL OF AGENDA:** Jeremy Oepping made the motion to accept the agenda. Harold Corn seconded the motion.

**MOTION:** All approve.

**4. APPROVAL OF THE MINUTES:** Jeremy Oepping made the motion to accept the July 2019 minutes. Harold Corn seconded the motion.

**MOTION:** All approve.

**5. OFFICER REPORTS:**

- a. President – No report.
- b. Vice President – No report.
- c. Secretary – No report.
- d. Secretary/Treasurer: Jeremy Oepping reported:

1. The balance in accounts as of July 31, 2019 is as follows:

Operating Account: \$177,283.58  
Reserve Account: \$116,081.82

2. As of July 31, we have 13 delinquent accounts totaling \$5,395.64, a reduction of \$2,080.42 from June.

3. The July monthly Reserve check in the amount of \$666.67 was deposited July 18.
4. There was two changes in property ownership in July.
5. The legal costs to date:

Lawsuit Legal Costs: Unchanged at \$52,673.59.

Other Legal Costs: Unchanged at \$6,768.13

## **6. STANDING COMMITTEE REPORTS:**

### **a. Water – Harold Corn reported:**

#### **Water System Maintenance:**

- System 1 – A leaking Fire Stand was repaired on 7/24 on Trilobite to include a new 2 in gate valve.
- System 2 – A Fire Stand was replaced with a Fire Hydrant on 7/29 at Los Griegos and FR 10, to include a new gate valve.
- System 2 – A Major Leak was suspected on 7/30 after draining the lower Los Griegos main for the Fire Hydrant installation AND during road contractor maintenance. Pumping at 30 gpm, we could not recover and store water in the tanks. Troubleshooting was difficult due to few isolation valves in the area. Experts from Sierra Engineering Solutions and a Circuit Rider with the New Mexico Rural Water Association were brought in for help. When the entire lower portion of Los Griegos, Aspen, and Outliers was isolated, and only then could we restore water to the upper and far half of Los Griegos and the storage area. Water was supplied to the lower Los Griegos members in the morning and evening by volunteers for several hours each day to allow usage. Many times the water supply was insufficient to supply the member usage demands and the leaks. Three new isolation valves were installed over a period of a week plus. Finally, on 8/15, the major leak was further isolated to the lower portion of Cerro Pelado. A special thanks goes to Paul Lisko who coordinated repair efforts in my recent absence. Volunteers included Shawn Weary, Brad Shurter, Zech Robinson, and Mark Stanley. Further parts requisition, 811 Locating, contractor scheduling, and repair on Cerro Pelado is in progress for this week, 8/21.

#### **Water System Misc:**

- Well meter readings were sent to NMED on 8/9/2019.
- Training was held for our Aquifer Continuous Monitoring Device on 7/23 at the Aspen well by Scott Christenson, with the NM Bureau of Geology and Mineral Resources. In attendance was Mark Stanley, Paul Lisko, and Harold Corn.
- James Bunsen Meter Can was installed on 7/25. David Romero, a Circuit Rider with NM Rural Water Association, came and provided a special “hot tap” machine saving SLPPOA ~\$150 rental fee for installation.
- Sent an endpoint # to one member.

Water Usage: Meters were read Aug 1, 2019. Harold Corn provided the setup (new input database) and read the meters. Mark Stanley distributed the Readings and Usage reports.

## System 1

- o Wells Pumped 609,065 (598,310) gals, (...last month's data...)
  - o Usage = 315,688 (292,290) gals
  - o Daily Average Household Usage = 115 (112) gals
  - o Main Line Leakage Rate = 6.7 (7.1) gpm
  - o Leak Flags Identified = 10 (12)
  - o Users > 7,000 gals = 11 (10);
    1. 22,652 gals (NO leak flag);
    2. 16,654 gals (NO leak flag);
    3. 14,232 gals (leak flag);
    4. 12,762 gals (leak flag);
    5. 12,733 gals (NO leak flag);
    6. 12,701 gals (leak flag);
    7. 11,273 gals (NO leak flag);
    8. 11,032 gals (leak flag);
    9. 9,262 gals (leak flag);
    10. 8,096 gals (NO leak flag);
    11. 7,328 gals (leak flag);
- System 2
    - o Well Pumped 502,430 (405,270) gals, (...last month's data...)
    - o Usage = 217,305 (203,084) gals
    - o Daily Average Household Usage = 110 (107) gals
    - o Main Line Leakage Rate = 6.4 (4.7) gpm
    - o Leak Flags Identified = 1 (8) ...skewed due to loss of water
    - o Users > 7,000 gals = 6 (7);
      1. 31,972 gals (NO leak flag);
      2. 23,742 gals (NO leak flag);
      3. 11,492 gals (NO leak flag);
      4. 9,701 gals (leak flag);
      5. 8,570 gals (NO leak flag);
      6. 7,334 gals (NO leak flag);

## Water Compliance - Tamara Weary reported:

### Water System Coliform/Microbiological Reports:

- System 1 sample taken by Frank Naranjo, 07/20/2019, RT003, 136 Mimbres Way
  - o Total Coliform - Absent
  - o Total E. Coli - Absent
  - o Disinfected, Residual 0.06 mg/l
- System 2 sample taken by Frank Naranjo, 07/20/2019, RT007, 1514 Los Griegos Road
  - o Total Coliform - Absent
  - o Total E. Coli - Absent
  - o Disinfected, Residual 0.17 mg/l

### Water System Compliance Additional Information:

- Need to verify the lots in SLP that still do not have water hookups. This is for the Application for Extension of Time from the State Engineer's Office.

**b. Roads – Dave Stuedell reported:**

1) Dave Stuedell: Roads have been graded. Dave: We put pressure on them. We did spend an extra \$4,900. Five loads total.

2) Dave: Re: Lessons Learned: We need to shoot for June or mid -August to avoid the rainy season, identify areas and have them fix culverts. We should probably start to identify where people need mediation by getting a list going. We have to make a budget adjustment, and we have an \$8000 shortage. We paid for plowing last calendar year plus additional-used allocated plowing funds from October/January snow removal budget. When we do a budget we should at least do it for the exact amount. We need to put out a notice for people to let us know of areas that need work. Dave will continue to work with the county.

**c. Legal** –On 7/23/19 we received notice from attorney that Suzanne Star has decided to take the lawsuit to a higher court. Suzanne filed a petition (Writ of Certiorari) on 7/22/19. The cost will come in by next meeting.

**d. Firewise - Paul Lisko reported:**

1) Paul L. is trying to obtain an application from Southwest Jemez Project for treatment on private land. The application is for tree removal funding.

2) We need a meeting and to mail out ballots. We need 2/3 ballots to deal with covenants update. Paul will be taking the lead to update the covenants. Covenants have to be changed & put out for a vote. There needs to be at least a 2/3 vote of membership in good standing. First there needs to be a meeting scheduled, then ballots sent out, possibly door to door. There needs to be at least a 30day notice before an election. Paul will follow process taking lead to update covenants.

3) Re: Unit 4 thinning: Paul Lisko spoke with the logging contractor, currently conducting operations near Bennet Lane, was contacted directly about thinning of small, marked Unit 4. Contractor Jobey Conley stated he was not responsible for that unit and directed me to speak about it directly with USFS TMO Rick Duran, whose name was incorrectly reported as "Romero." Mr Duran stated that the unit was not in Conley's contract. He further stated it would be thinned by a USFS district wasyer team once the annual fire season has ended.

**e. Parks**

1) No report.

**f. Architectural – Paul Lisko reported:**

1) Jeff Erickson on Tribolite wants to put on a new roof. He is requesting for a copper metallic roof. Judy expressed concern that the color does not blend with the surrounding architecture/colors and the copper is very reflective and bright when the sun hits it. Committee to approve. Suzanne Star set precedence. She replaced her roof with the same type of roof.

**7. OLD BUSINESS:**

- a) Judy: Re: Water surcharge committee proposal: Nothing yet.
- b) Judy: VRB: It's not a covenant modification, just a policy change. To be discussed at annual meeting.
- c) Cinder Storage agreement with Sandoval County will be reviewed by the Board and send comments to Dave.
- d) Dave is sending out a word document. He updated S.L.P. map document on the Google site. Judy stated that Shannon's Way is not Cerro Pelado, we need to make sure its correct on map. Note: The accessors office might have changed it. It has caused much confusion. It needs to be brought up to the attention of the accessor's office at some point. Grader said it wasn't on his list to be graded. We need to be looking for a more affordable grader.

## **8. NEW BUSINESS**

- a) Notice from P.R.C.: We need more people on 811 notification. Harold: We received the notice because S.L.P. is an underground facility operator. For notifications one needs to establish an account at the special portal with 811. The board needs to designate someone to be responsible for this.
- b) Guest Speaker: John Schrandt with Sierra Engineering Solutions in Santa Fe. Mr. Schrandt has a \$900.00 deliverable proposal fee. His proposal includes a volunteer water department plan, inventory of water system on a photo based map. Short, medium and long term mediation planning, a capital increments plan, ideas to plan out replacements, and a cost estimates plan for budgeting future plans, and plans for interconnecting systems 1& 2, repairing leaks, and adding additional hydrants. He recently helped Canon with an inventory of water system.
- c) Further discussion with Mr. Schrandt and the Board included hiring a water operator with a 2-5 year plan, for a high end user with a rate structure that is progressive, operation and maintenance costs, and a Water Co-op Board of Directors, and water metering project costs.
- d) Paul motioned for approval of the water presentation proposal. All approved.
- e) Suzanne Star asked if the property owners can be notified regarding the water presentation proposal for the annual meeting. The Board agreed.

## **9. ACTION ITEMS**

- a) Concerning undeveloped lots: Half have been updated. The County has a list that needs to be updated.
- b) Harold: Special assessment could opt out.
- c) Water operator should be accessible 2-3 times a week. Direct the members to the water co-op board for complaints. Send water operator to school for training. We need someone local.

d) Suzanne Star pointed out that water billing is an educational process.

**10. NEXT MEETING:** Tuesday, September 17, 2019, 7:15 P.M.

**11. ANNUAL MEETING: SEPTEMBER 14, 2019**

- a) 1:00 P.M. Potluck
- b) 2:00 P.M. Meeting
- c) Prepare Reports for the Year
- d) Handouts for Jeremy
- c) Help set-up at 12:00 P.M.
- d) Jeremy to hold on to ballots

**11. ADJOURN:** The meeting adjourned at 9:04 P.M.

**12. EXECUTIVE SESSION:**

Lawsuit  
Delinquent Accounts

Submitted by: Geraldine Burnworth