

**MINUTES**  
**SIERRA LOS PINOS PROPERTY OWNERS' ASSOCIATION (SLPPOA)**  
**BOARD MEETING**  
August 11, 2020

**1. CALL TO ORDER:** @ 7:19 p.m. Meeting was conducted online through Zoom meeting software due to the COVID-19 restrictions associated with groups of 5 or more persons gathering in a single location.

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

President - Paul Lisko	P	Water Maintenance - Tamara Weary (Acting)	P	Legal – Paul Lisko (Acting)	P
Vice President - Vacant		Water Compliance - Tamara Weary	P	Firewise - Ann Cooke	P
Secretary – Cindy Hines	P	Roads - Dave Stuedell	P	Architectural - Josh Toennis	P
Treasurer - Jeremy Oepping	P	Parks - Cindy Hines and Tamara Weary	P P		

GUEST(S): Jack Nyhan, Suzanne Star

**3. APPROVAL OF AGENDA:** Ann made the motion to accept the agenda. Cindy seconded the motion.  
**MOTION:** All approved.

**4. APPROVAL OF THE MINUTES:** Minutes of the July 2020 meeting were approved. Tamara made the motion to accept the minutes. Ann seconded the motion.  
**MOTION:** All approved.

**5. OFFICER REPORTS:**

**President – Paul Lisko reported:**

- Paul recapped the events of the August 8<sup>th</sup> general membership meeting called for the purpose of voting on amendments to the bylaws. 62.5% of eligible members voted. Ballots opened and counted. All amendments passed. More details can be found in the minutes of that meeting.
- On July 15<sup>th</sup>, spoke again with Geraldine Burnworth. She is willing to serve again as Secretary as soon as she can relocate to SLP.
- Compile names & emails of members to include on standing list for Zoom invitations. He hopes this will increase attendance at board meetings.

**Vice President – position vacant / no report**

**Secretary – Cindy Hines reported:**

- Newsletter – add an article on results of the vote and a couple of other short blurbs re: house numbers and asking people to consider running for a board position. She plans to email a newsletter as well as send a hard copy. This will be the last hard copy of the newsletter sent out. They will all be emailed from here on out.

**Treasurer: Jeremy Oepping reported:**

- The balance in the accounts as of July 31, 2020 is as follows:
  - Operating Account: \$146,420.44

- Reserve Account: \$116,440.28
- As of July 31, we have 20 delinquent accounts. Total of delinquent accounts is \$10,446.06. Only 8 of the delinquent accounts are at \$500 or more. 12 are less than \$200.
- The July amount of \$666.67 was transferred to Reserves during the month.
- New changes in property ownership in July.

**Hot Topics:**

- Revitalize 2016 Water Committee to suggest annual rate, review shut-off policy, get input from members as to what should be included and what should be revised. Goals of the committee are:
  - Create a process for establishing a rate
  - Review shut-off policy
  - Recommend a billing process – possibly ask HOAMCO to do it for us
- Jeremy reported that he has received emails from three former water committee members who would like to be on the new committee. He hopes to meet with them next week. They would like to present an update at the annual meeting.

**6. STANDING COMMITTEE REPORTS:**

**Water Maintenance – Tamara Weary Reported:**

Water System Maintenance:

- On July 18th, water operator Frank Naranjo reported that mice were getting into the Aspen Grove pumphouse through a hole in the wall. Harold mentioned there are supplies in the storage shed and Tamara can fix it. Paul offered to help.

Water System Misc:

- Well meter readings were sent to NMED on 08/10/2020.
- Water Usage: Meters were read July 1, 2020. Mark Stanley provided the setup, read the meters, and distributed the Readings and Usage reports:
- System 1
  - Wells Pumped 526,261 (601,936) gals, (...last month's data...)
  - Usage = 331,266 (307,661) gals
  - Daily Average Household Usage = 121 (118) gals
  - Main Line Leakage Rate = 4.4 (6.8) gpm
  - Leak Flags Identified = 15 (13)
  - Users > 7,000 gals = 12 (9);
    - 26,999 gals (leak flag);
    - 20,711 gals (leak flag);
    - 15,502 gals (leak flag);
    - 15,241 gals (leak flag);
    - 16,078 gals (NO leak flag);
    - 12,033 gals (leak flag);
    - 10,836 gals (leak flag);
    - 10,509 gals (leak flag);
    - 8,679 gals (NO leak flag);
    - 7,928 gals (NO leak flag);
    - 7,837 gals (leak flag);
    - 7,254 gals (NO leak flag);
- System 2
  - Well Pumped 212,740 (268,900) gals, (...last month's data...)
  - Usage = 193,619 (192,526) gals
  - Daily Average Household Usage = 98 (100) gals
  - Main Line Leakage Rate = 0.4 (1.8) gpm

- Leak Flags Identified = 7 (6)
- Users > 7,000 gals = 6 (6);
  - 16,084 gals (leak flag);
  - 10,329 gals (leak flag;);
  - 8,485 gals (NO leak flag;);
  - 8,046 gals (leak flag);
  - 7,354 gals (leak flag;);
  - 7,353 gals (NO leak flag;);
- Summary
  - Eighteen (18) users are above the 7,000-gallon recommended usage threshold.

Paul Lisko reported -

- On August 1st, after reviewing monthly usage numbers, Mark Stanley reported: “The System 1 main line average leakage rate dropped dramatically again from 6.8 gpm in June to 4.4 gpm this month. As many may recall, there was a large leak fix in the middle of June which made it likely that the average leak rate reported for the entire month was higher than the actual at the end of the month. Interestingly, the System 2 main line leak rate also dropped from 1.8 gpm in June to 0.4 gpm this month. Both numbers are the lowest ever recorded on the respective systems.”
- On August 4th, Harold Corn reported that a long-awaited goal of configuring the Hovenweep Well pumping system, to be able to stand-alone without the main water storage connected, was completed when approved well contractor Rodgers & Co. provided installation and necessary plumbing modifications to attach an 82-gallon pressure tank in that pumphouse. This pressure tank has a maximum working pressure of 150 psi and is a bladder type, which will assist in reducing water hammer shock during pump turn-on and other surge issues for System 1. Additionally, a defective pressure gauge was replaced and, under close supervision, the contractor's personnel provided slight electrical modifications for the desired pressure control operations of the submersible pump. The stand-alone pressure switch mode will now be active full time.
- On July 21st, P. Lisko & J. Hines on stand-by at Scout's Lane while a JMEC crew dug a trench to replace an underground electric line. To err on the side of caution, they isolated System 1 storage tank above Mark Farquhar's property.

**Water Administrative – P. Lisko and volunteer Harold Corn**

**Water Systems Operator Agreement**

- On July 18th, P. Lisko & Atty. Steve Long conferred with HOAMCO reps via email on some specifics of the agreement, with emphasis on identifying J. Hines as an independent contractor and not an employee.
- On August 4th, J. Hines provided feedback on specific points of the agreement. His proposed revisions were forwarded to Atty. Steve Long.
- On August 11th, Atty. Steve Long revised agreement as proposed and returned final version, which was forwarded to J. Hines for his review.

**Compliance – Tamara Reported:**

**Water System Coliform/Microbiological Reports:**

- System 1 sample taken by Frank Naranjo, 07/17/2020, RT003, 136 Mimbres Way
  - Total Coliform - Absent
  - Total E. Coli - Absent
  - Disinfected, Residual 0.15 mg/l
- System 2 sample taken by Frank Naranjo, 07/17/2020, RT006, 1223 Los Griegos Road
  - Total Coliform - Absent
  - Total E. Coli - Absent

- Disinfected, Residual 0.13 mg/l

**Water System Pb/Cu Reports:**

Collection Date: 06/13/2020

Analysis Date: 07/21/2020

Results: EPA Method 200.8 Metals

Analyte	Result (mg/L)	Reporting Limit (mg/L)	MCL (mg/L)	Location
Lead (Pb)	ND	0.00050	0.015	13 High Road
Copper (Cu)	0.026	0.0010	1.3	
Lead	0.00056	0.00050	0.015	950 Forest Road 10
Copper	0.037	0.0010	1.3	(ST 52 Women's BR)
Lead	<b>0.073</b>	0.00050	0.015	7 Mesa Verde
Copper	0.035	0.0010	1.3	
Lead	0.0039	0.00050	0.015	
Copper	0.20	0.0010	1.3	
Lead	ND	0.00050	0.015	
Copper	0.029	0.0010	1.3	

ND = Not Detected at the Reporting Limit

MCL = Maximum Contaminant Limit

- On August 1st, monthly meter readings sent to the Office of the State Engineer.
- On July 22nd, independent lab analysis reported one SLP residence had more lead than EPA Maximum Contaminant Level. Homeowner notified directly. Tamara reached out to Harold to ask what next steps should be. Harold had not responded yet.

**Paul Lisko reported:**

- On July 21st, P. Lisko & J. Hines provide access to Vernon Trujillo, NMENV Drinking Water Bureau Technician, to allow water samples to be drawn from the pumphouses of both wells and from the booster station on Los Griegos Rd.

**Roads - Dave Stuedell Reported:**

- Dave received a bid from Dave Raue for snowplowing and sanding for the 20-21 winter. His prices increased by 50%. \$10,500 for 7 plowings and \$3,500 for 5 sandings. The board doesn't feel we have any other options, so Dave was directed to sign the contract. Paul mentioned that in the future we should consider purchasing our own equipment and contract with someone to do the work, especially since Raue will most likely be retiring in the next couple of years. Ann suggested that we ask Raue if he would be willing to sell us his equipment.

Maintenance, scope, purchase and plan to install culverts at four locations for members:

- Outliers – Kevin Stevens willing to pay for culvert. SLPPOA to pay for labor/Dave Raue to do the installation.
- Shannon's Way – SLPPOA to pay for materials and labor since this would be in the middle of the road.
- Bonito Way – The consensus is that a culvert would not help the problems, but instead to contact Tug Leeder to restructure the road either as a part of his annual road work, or as a separate job.
- Dave asked about using some type of water truck to flush the dirt from existing culverts. Tamara indicated that the fire dept. would not allow one of their trucks to be used. Cindy said that a water truck could be rented from Franks in Los Alamos. Dave will contact them and get a price and email to the board for approval.
- Signage – P. Lisko  
The board would like to install street signage in the following locations:

- Stop sign at junction of FSR 10 with north Hovenweep Loop
- Bonito Way street sign at its junction with Mesa Verde and plastic connector
- Los Griegos and Forest Road 10
- Los Griegos and High Road

**Legal** – Paul Lisko (acting) Reported:

- Bylaws will be updated to include approved amendments and sent to Turner Law Firm for review.

**Firewise** - Ann Cooke Reported:

- Contacted Todd Haines, NM State Forester, about insurance-related thinning. He would like to see a survey of who has improved their properties as far as thinning. It can help in getting grant funding. Ann wouldn't mind assessing SLPPOA properties from the road and taking notes. Cindy asked if we could send out a questionnaire. Ann thought that might work, especially sent by email. She wasn't sure how many would respond. Paul has a sample questionnaire and will forward that to Ann. At the annual meeting, Ann will invite the membership to participate in the assessment.
- Firewise Day was did not happen this year due to COVID, but the fire dept. did honor Ron Gallegos upon his retirement from Santa Fe National Forest.

**Parks** – Cindy Hines Reported:

- John is willing to sand and stain with Penifex. We should check possible toxicity before using it.
- Danger at small park with proximity to materials. Fence it off? Paul mentioned that we might build a fence at the same time as building the fence around the water storage tanks on Los Griegos.

**Architectural** - Josh Toennis Reported:

- Kevin Jaramillo: July 16th request to construct pre-fabricated garage at his residence. It was approved.
- James Muscarella: Possible request to construct residence. Josh will wait to hear more.
- Josh reported that he added two additional members to the committee, Keith Rigney and Scott Gould. Committee has a total of five members and they would need three people to respond for approvals. Motion to add Rigney and Gould to committee made by Tamara, David seconded. Motion approved.

**7. OLD BUSINESS:**

- Hold harmless agreement for Rigneys to thin timber from adjacent Bootzin property – P. Lisko From July 19th to 28th, numerous discussions occurred via email exchange between P. Lisko and the Rigneys, who suggested revisions to draft agreement, which were included. On August 3rd, a working draft was emailed to Bob Bootzin for review and comment.
- Alternate exit from Los Griegos to avoid felled trees blocking road to Bootzin's – T. Weary USFS to be contacted re: clearing road of trees to provide alternate fire escape route. Tamara put together a PowerPoint presentation to send to Rep. Lujan's office.

**8. NEW BUSINESS:**

- Schedule and notify membership of regular annual meeting for Saturday, Sept. 12th at 2 PM.
- Cindy sent an email to the membership advertising that 3 Board positions are vacant. There should now be more incentive to serve with the passage of the amendment to the bylaw allowing for compensation for serving on the board in the form reduced assessment amount.

**9. ACTION ITEMS:**

- Set variable annual rate for excess water use. Water Committee to review and develop. P. Lisko for J. Oepping.

- Fire suppression – T. Weary

Do we want to get the free tank from Intel and pay to have it installed (in the neighborhood of \$100,000) or do we want to purchase bladders and place them around the community? Tamara will follow up with Chief Taylor and John Fredlund.

- Cell phone tower – D. Stuedell / P. Lisko

Dave can have a presentation with recommended alternatives ready for annual meeting.

**10. NEXT MEETING:** September 15, 2020 @ 1915

**11. ADJOURN:** Cindy made a motion to adjourn the meeting at 9:37 p.m. Ann seconded the motion.

**MOTION:** All approved.

**12. EXECUTIVE SESSION**

Submitted by: Cindy Hines