

MINUTES
SIERRA LOS PINOS PROPERTY OWNERS' ASSOCIATION (SLPPOA)
BOARD MEETING
December 8, 2020

1. CALL TO ORDER: @ 6:35 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 - John Hines	P	Legal – Paul Rightley	P
Vice President – Keith Rigney	P	Water Compliance - John Hines	P	Firewise - Ann Cooke	P
Secretary – Cindy Hines	P	Roads - Dave Stuedell	P	Architectural - Josh Toennis	P
Treasurer - Jeremy Oepping	P	Parks - Cindy Hines	P		

GUEST(S): Geraldine Burnworth, Suzanne Star.

3. APPROVAL OF AGENDA:

Paul R. made the motion to accept the agenda. Cindy seconded the motion. All approved.

4. APPROVAL OF THE MINUTES:

Paul R. made a motion to accept the minutes of the Special Board Meeting of November 7, 2020. Jeremy seconded. All approved.

Josh made the motion to accept the minutes of the Regular Board Meeting on November 10, 2020. Keith seconded the motion. All approved.

5. OFFICER REPORTS:

President – Paul Lisko reported:

- Conference with legal counsel to revise & update VRP Policy & permit significant changes are:
 - An HOA cannot restrict an owner from using their property as a vacation rental, but the HOA can enact rules.
 - Occupancy was a question and is already restricted by Sandoval County to 10 residents at any one time.
 - Permit revision enacted to no longer charge a \$25 fee. Since residents already pay an annual assessment, they should not have to pay an additional Vacation Rental fee.
 - Paul was advised to send a hard copy of the policy and permit to all members who have or wish to have a vacation rental property.
 - Jeremy made a motion to approve the updated VRP. Cindy seconded. All approved.
- Posting of Quarterly Financial Statements. There have been no quarterly financial statements posted on the website since 2015. Since we post monthly statements there is no reason to post quarterly statements.
- Recently Approached by Owner-Member to Serve on Board. Geraldine Burnworth would like to serve. She is willing to take on secretarial duties. Cindy agreed to give up those duties and just take on the Parks position. Cindy would like keep the newsletter and updating the mailing list. Jeremy made a motion. Josh seconded. All approved.

- Submit one more monthly invoice & one annual invoice for 2021 from Zoom. Total: \$170.13. Paul R. made a motion to approve. Dave seconded. All approved.

Vice President – Keith Rigney reported:

- Develop agreement with Legal Counsel on Roads, Well & any Easements re: Unit 6 – Keith will contact attorney to draw up the agreement.
- Concerns –
 - Well accessibility. Identify what the buyer needs and go from there.
 - Fee for road maintenance 37% of what other owners pay. It should increase if our dues increase.
- Potential gate installation. Will discuss under Hot Topics.

Secretary – Cindy Hines reported:

- board1@slppoa.org email has been updated to add Paul Rightley and Keith Rigney. Geraldine will also be added.
- Board Member Certifications sent to Recently Elected for Signatures. Have received all but Josh's. Will send one to Geraldine.
- Website Update (include discussion of timely posting of minutes, financials, audits). Everything that had been requested, have been posted. Cindy has gone through the entire website and feels there are some corrections, deletions to be made. She suggested we all get on the website
- Next Newsletter – wants to do a Winter newsletter in January. It would include the VRP and other items.
- Fillable PDFs of SLPPOA Forms – she is willing to create fillable pdfs. Josh thought that would be a good idea, easier for our members to use. She asked if we should put a policy in place to collect the membership applications from new members.
- Membership Lists – Cindy asked if the board would like her, rather than Jeremy, maintain the membership list. Jeremy suggested that we discuss it in a separate meeting to identify what information we are collecting and why.
- Annual Assessment Letters went out by snail mail at the end of November. HOAMCO also sent them out.
- Suzanne had a question regarding when the annual assessment is due. It is due January 31st. Jeremy added that “technically” the assessment is due at the end of March to avoid any penalties. If a member waits until April first to make the payment, interest would be due back to January 31st. To confirm for Suzanne, Jeremy indicated that HOAMCO will not charge a fee on late notices until after March.

Treasurer: Jeremy Oepping reported:

- The balance in accounts as of November 30, 2020 is as follows:
Operating Account: \$112,481.07
Reserve Account: \$119,165.74
- As of November 30, we have 11 delinquent accounts (2 less than last month) totaling \$7,302.83. (decrease of \$1,682.21) (6 at less than \$200 each)
- The November amount of \$666.67 was transferred to Reserves during the month.
- There were four changes in property ownership in November:
 - Eric Verret and Deborah Wiseski – 1182 Los Griegos Road
 - Rusty and Sarah Von Sternberg – 720 Los Griegos Road
 - Scott and Holly Gould – 956 Los Griegos Road
 - Stephen and Brittini Llewelyn – 145 Hoven Weep
- Water conservation Fees/Taxes for the second half of 2020 will be paid in mid-January.
- We have executed a contract with HOAMCO to continue as our management company in 2021.

6. Hot Topics:

- Request for installation of gate at the bottom of High Road by the potential buyer of the lots in Unit 6.
- Dave met the potential buyer who apparently wants to make upper High Road a private road. Dave indicated that the forest road off High Road is not technically approved for motor vehicle use, but is ok for biking/hiking access.
- Paul L. said this discussion fits in with his discussions with the forest service about an emergency escape route and that we would need access to that forest service road for the proposed escape route.
- Paul L. spoke to Brian Riley of the FS and they are not averse to us opening up that road. A group called Good Neighbor Authority could have resources to help fund the opening/upgrades of the road. Riley also indicated that there are cattlemen with permits to run their cattle on FS property and they use this road for access. Paul thought there may be a cattlemen's association that may work in tandem with us to improve the road.
- Jeremy said that there are property owners on Los Griegos whose properties back up to High Road and that gating or fencing off High Road will eliminate access for those property owners.
- Paul discussed the possibility of us maintaining High Road up to "Point B" as proposed by the potential buyer, allowing the buyer to erect a gate at that point and giving an access code to property owners who need to access the back sections of their properties.
- Jeremy does not think we should allow gating off properties within SLP, it sets a bad precedent for the future. Cindy agreed. Keith agreed, as well. Keith can add this into the agreement being created with the attorney. Paul L. suggested that, if the road stays open, the buyer can use signage to keep people off his property.

7. STANDING COMMITTEE REPORTS:

Water Maintenance – John Hines

Water System Maintenance:

- General – No water delivery maintenance events to report for Nov 2020.
- Weekly well and pump inspection
- Plowed and shoveled out well and pump houses
- Finished fence around water shed
- Sent out leak flag letters...see below
- Checked water turn on at 631 Aspen Grove
- Contacted State for Water Rate survey
- Investigated Water rights and well locations with state Engineers Office
- Assisted customers in leak detection
- Attempted contact with Lee Taylor about info on Intel water tank with no success

Water System Misc:

- The State Engineer Totalizing Meter Report for our well readings has updated their well meter readings to be done on-line instead of via e-mail. In the process of doing this, I found a glitch in their process. After calling them, I was told they would call me back but they have not returned my call. I will be submitting them via email. In investigating why the State found some discrepancies in our well locations and they are working on it to get it straightened out.

Water Usage: Meters were read Dec 1, 2020 by John Hines. Harold Corn and Mark Stanley provided the setup and distributed the Readings and Usage reports:

- System 1
 - Wells Pumped 578,103 (649,875) gals, (...last month's data...)
 - Usage = 332,114 (447,329) gals

- Daily Average Household Usage = 125.8 (121) gals/day
- Main Line Leakage Rate = 5.7 (4.5) gpm
- Leak Flags Identified = 11 (12)
- Users > 7,000 gals = 6 (12);
 - 18,041 gals (leak flag);
 - 13,641 gals (leak flag);
 - 30,946 gals (leak flag);
 - 7,315 gals (leak flag);
 - 54,454 gals (leak flag);
 - 15,898 gals (leak flag);

On system 1, 11 Leak Flag notifications were sent out. I heard back from five residents and they have either fixed the problem or will in the near future. I located one leak with the sonic device.

System 2

- Well Pumped 169,660 (212,740) gals, (...last month's data...)
- Usage = 158,789 (193,619) gals
- Daily Average Household Usage = 82.7 (98) gals
- Main Line Leakage Rate = 0.3 (0.5) gpm
- Leak Flags Identified = 7 (7)
- Users > 7,000 gals = 2 (6);
 - 11,760 gals (NO leak flag);
 - 7,089 gals (leak flag);

On System 2, 7 Leak Flag notifications were sent out. I heard back from four residents and they have either fixed the problem or will in the near future.

- Summary

- Eight (8) users are above the 7,000-gal recommended usage threshold and all but one had leak flags and that one excessive user was sent an excessive use letter.

Compiled 12/07/2020 by John Hines

Compliance Report – John Hines

Water System Coliform/Microbiological Reports:

- System 1 sample taken by Frank Naranjo, 11/07/2020, RT 002, 136 Mimbres Way
 - Total Coliform - Absent
 - Total E. Coli - Absent
 - Disinfected, Residual 0.1 mg/l
- System 2 sample taken by Frank Naranjo, 11/07/2020, RT 006, 1514 Los Griegos Road
 - Total Coliform - Absent
 - Total E. Coli - Absent
 - Disinfected, Residual 0.12 mg/l

Compiled 12/07/2020 by John Hines

Roads – David Stuedell Reported:

- Placement of culvert at MM 12 on FR10 by SFNF Engineer that took place Nov.24th. Contractor for this project lives in Ponderosa and may be a possible resource for future work at SLP.
- Update on acquisition of signs for specific road identifications and misc. traffic info. He has been in contact with Highway Supply LLC. They will come up and do an estimate, if we want. Can also do the installations. Dave thought we should identify all signs needed/wanted and have them all done at one time. Possible for spring. Paul said that during sign installation, we need to be aware that the signs were used to triangulate where water shut-off valves are located.

- Discuss possible purchase of equipment to plow snow and sand roads for next winter. Paul reminded everyone that we need to figure out what to do for next winter's season. Jeremy suggested that we put in the newsletter that we are looking for someone. Paul would like to set a deadline that people contact us by June 30th, if they are interested.
- Repair/replace cattle guard at Jct FR10 & NM 4: Discuss with NMDOT Field Office. Troy Witt to come out and look at replacing it.

Legal – Paul Rightley Reported:

Paul R. talked with the State Engineer and did not come to clear understanding of how much water we used in 2020. He will continue to communicate with her. He was also told that, depending upon how many acres a property owner within SLP owns, they may be able to drill their own well.

John H. said that he had spoken with the State Engineer today and she wanted John to let Paul know that there have been some issues with the state not having the correct well #s for SLP. John is working with her to get this straightened out and when they do, she can give us a more accurate number of how much of our water allotment has been used.

Paul L. asked about the exact well location on Tract A, Unit 6. John indicated that we can see the wellhead and know its location, but a survey would need to be done to show exactly where it sits on the platted property. Paul L. asked Keith to talk to the attorney about who would pay for a survey. Cindy suggested that an ILC (Improvement Location Certificate), which is less expensive than a full survey, may tell us what we want to know.

Firewise - Ann Cooke Reported:

Forest Service is currently burning slash pits in our region.

Architectural –Josh Toennis reported:

- One official request to replace a roof on a home was approved by the committee.
- Request for placement of Quonset hut at 110 Cerro Pelado Trail was denied on Dec.1st
- Need a member to replace Keith Rigney on Architectural Control Committee (ACC)
- Suggested updates to architectural control process/forms on residential specifications. Many communities have guidelines for its members. He questioned whether these are enforceable. Cindy said that in her experience, they are just a best practice and not enforceable. Paul suggested putting together an electronic catalog of good examples of architectural features that the committee would approve. It could be posted to our website for reference.

Parks – Cindy Hines reported:

- Nothing new to report.

8. OLD BUSINESS:

- Continuing conversation with Verizon regarding area of service coverage. Dave has been in contact with reps from Verizon and waiting to hear from them as to any progress.
- LANet – they ran into some problems with installing their microwave tower on national forest property, which they are working to resolve. – D. Stuedell

9. NEW BUSINESS:

- Place Internet Service at SLP Fire Station to Continue Offering Zoom Meeting? Once the Covid restrictions are lifted, do we want to meet as a group at the fire station and broadcast over Zoom or just continue to meet from our individual homes. The consensus is to continue to meet via Zoom from our individual homes. The Annual Meeting can be convened at the firehouse. – P. Lisko

10. ACTION ITEMS:

- Develop comprehensive water policy: Water Rate Survey's per-gallon fee structure. State provided water rates from several communities comparably-sized to SLP. State is willing also

send a representative to meet with us to go over our budget and proposed rates. Jeremy asked that, if we move to a per-gallon fee structure, how will we manage billing? John said the state rep will help us figure all of this out. Suzanne mentioned that when we purchased our water meter system, it had the capability to provide billing software. Paul L. asked John to invite the state reps to join our regular meeting via Zoom. Also, have John ask if they have materials they can provide ahead of time. – J. Hines

- Reached out to VFD Chief on placement of large storage tank acquired from Intel. John is having a hard time getting Chief Taylor to respond. Ann suggested that he try to go through the Fredlunds. Paul L. will send John a cell # for Taylor. – J. Hines
- Request Legal consultation on extent of ACC responsibility to inspect structures. Jeremy suggested that we should focus on aesthetics and leave the determination of structural integrity to state building inspectors. Paul L. said it would be good to have that clarification from legal. – J. Toennis

11. NEXT MEETING: January 12, 2021 @ 6:30 p.m.

12. ADJOURN: Keith made a motion to adjourn the meeting at 9:04 p.m. Jeremy seconded the motion. All approved.

12. EXECUTIVE SESSION

Submitted by: Cindy Hines