

SLPPOA BOARD MEETING
March 11, 2014

Board Members Present: Joe Brophy, Stan Bennett, Judy Kilburg, John Nyhan, Eleni Fredlund, Suzanne Star, and Peter Veverka. Board members absent: Deb Pero resigned from the Board

Guests Present: Harold Corn and Sabine Shurter

Meeting was called to order by President Joe Brophy at 7:15 PM. A meeting quorum was met.

Mr. Brophy began the meeting by stating that Board meeting tonight will be run according to Roberts Rules of Order as will all future meetings. He plans to implement for this meeting and future meetings that they will run for two hours from 7:15 p.m. to 9:15 p.m. At 9:15 p.m. tonight the meeting will then go into executive session. For future meetings, if the agenda includes the need for an executive session, then at 9:15 p.m. the meetings will change the order of business and go into an executive session. Ongoing questions and comments from the board or association members will not be acknowledged as we will strictly follow the two-hour time limit. Anything not covered in the regular two-hour session will be moved to the next meeting agenda.

OFFICER AND COMMITTEE REPORTS:

Secretary:

Ms. Kilburg reported that Ms. Star submitted late changes to the minutes. After thorough review and discussion, Mr. Veverka made the motion to accept the minutes. Mr. Nyhan seconded the motion. Motion passed to accept the minutes.

Treasurer:

Ms. Kilburg reported the following account balances:

Operating Account	\$107,621.84
Reserve Account	\$57,778.34
Special Assessment Account	\$69,678.47

Past due account status is:

Uncollectable (due to foreclosure, etc.)	\$8,707.71
Collection Possible	\$7,771.17
Total Past Due	\$16,478.88

Aging report was presented. Mr. Brophy reminded everyone that the aging report contains proprietary information and must not be disseminated.

Ms. Kilburg reported that interest has been posted against those who haven't paid their special assessment and that payments for the special and annual assessment are still coming in. She also reported that release of liens have been filed on two of the delinquent members who brought their account current and one other release will be filed this week. Ms. Kilburg has also spoken with two members who are interested in payment plans.

Water Maintenance

Mr. Veverka reported that that he needs to complete the water operator contract with Mr. Naranjo. We are now out of compliance for not having a certified water operator. The water systems are running with no problems or complaints.

Mr. Corn reported that the new probe for the Level-Con was received so it should be back on-line in a few days.

ACTION: Mr. Corn will ask Micro-Design if a credit is possible for period of time system was down.

Mr. Veverka reported that our chlorination system needs to be changed out this year as it is corroding out our pump houses. Mr. Naranjo has recommended a new system of chlorination.

Discussion ensued regarding how to meet the requirement of having our meter gauges calibrated every two years and the purchase of spare meter gauges calibrated and put on the shelf and rotate out every two years and if this would be possible under the new "low lead" requirement. Mr. Veverka believes this should be acceptable.

Mr. Nyhan reported that we need to have the tanks inspected. System 2 was performed five years ago and he believes System 1 was never done. This will be completed this year by CW Divers as they performed the last inspection. This is driven by State requirements.

Water Compliance

Mr. Nyhan reported that the *Drinking Water Sampling Plan* was submitted to the State to meet the February 28th deadline.

ACTION: All Board members are to review the sampling plan for discussion and approval at the next Board meeting.

Regarding water monitoring, we've received a violation for having total coliform at a residence in February. The second set of samples collected showed no total coliforms. The March samples showed up with no problems as well. Sampling was performed by Mr. Naranjo. There was discussion regarding the possible elimination of chlorination once the meter installation project is complete.

Regarding the water operator contract, Mr. Nyhan reported that no other candidates have been identified. Mr. Nyhan has submitted Mr. Naranjo's license and other documentation to Mr. DeGuzman to show we are using a licensed operator in hopes of holding off on receiving a violation.

Roads

Mr. Brophy reported that no progress has been made on the proposal with Sandoval County.

Legal

Ms. Star reported that one member was sent the debt payback agreement certified mail and their first payment is due in March. Ms. Kilburg indicated there are issues with the proposed

agreement as the way it's split makes it extremely difficult to post and suggests it be modified before it's approved. She also suggested that the treasurer be consulted before entering into financial agreements with members. There was discussion regarding amortization schedules, and the decision was we would not be providing amortization schedules to those on payment plans. Discussion ensued regarding the ability to opt out of the special assessment when we're into the second year. The decision was that it's too late and opting out should have taken place the first year of the special assessment.

Ms. Star discussed the her request to send out a mailing to members on how the delinquent collection remedy should be handled according to Article X Section 8 of the Bylaws. Ms. Kilburg indicated that this information was sent out with the March billing.

Ms. Star requested that attorney Hays be the registered agent with the Public Regulations Commission (PRC) for SLP. Ms. Kilburg read from the January 2014 minutes that this was discussed at that time and the decision made at that time to not transfer the registered agent to attorney Hays.

Architectural

Mr. Bennett reported that he has reviewed the Architectural Approval form and it needs to be rewritten.

ACTION: Mr. Bennett will rewrite the Architectural Approval form to simplify and be better understood.

Mr. Brophy noted that he hasn't seen anyone making improvements and that it's our responsibility as Board members to report any improvements we see to assure approval has been granted.

Parks

Mr. Veverka indicated that he would like to get proposals on what can be done to make our parks more attractive. It would also be nice to have a center for community gatherings.

ACTION: Mr. Veverka will come up with a path forward for discussion.

Firewise

Ms. Fredlund reported on the home assessment workshop she attended. Three documents will be published: 1) *What to do in Case of Fire*; 2) *Resources*, and 3) *When and How to Shelter in Place*. This will be discussed at a public meeting to be held on April 12, 2014, at 10:00 a.m. at the Baptist Church in La Cueva. The *Jemez Thunder* will also publish these documents.

ACTION: Ms. Fredlund will send to Ms. Star for posting on the web. This should also be published in the next newsletter.

Ms. Fredlund reported that the private property owners will not allow us to use the road and the end of Los Griegos for an evacuation route. The Forest Service is not planning on improvements to FR 134 (Ashley Lane) as an alternative. The use of High Road was discussed, but some of the road is very rough and work on this route can't be accomplished for two-three years. In the event of an emergency, the Forest Service would bring a dozer to provide a way out. This would be the same for exit on Forest Road 10.

Public Relations

Mr. Nyhan discussed his handout that was also previously emailed to the board regarding ideas for the improvement of Board actions. Some ideas included the need to learn to communicate better with our neighbors to better represent them; the possible development job descriptions for the Board and volunteers to avoid overlap and missing needs; be consistent; the ability to play fair; a sense of honesty and law-abiding, etc., and asked for ideas on other things we can do to develop more community spirit, such as block parties, etc. We need more community spirit!

NEW BUSINESS

Mr. Bennett stated we received a proposal from a member regarding a pet registry to aid members who loose of find missing pets. Ms. Fredlund explained that descriptions and pictures of our pets would be posted on a web site. Additionally, we have members of Animal Amigo who live in SLP. Because of the full agenda, proposed this be moved to the April meeting.

OLD BUSINESS

February Action Items:

a) Recommendations for Selection Process to Award the 2014 Water Operator

Mr. Veverka recommend that we go forward with a contract with Mr. Naranjo as our certified water operator. A new contract will be put into place that is a modification from the old contract and volunteers will be taking over many of the duties. Mr. Naranjo will not assist with emergency repairs. Discussion ensued regarding other water operator assistance. Mr. Naranjo is mentoring someone from Thompson Ridge and she will work under Frank. Lupe Aragon also works with Mr. Naranjo. Mr. Veverka made the motion to go forward with a contract with Mr. Frank Naranjo on a month-to-month basis to make sure we're in compliance. Mr. Nyhan seconded the motion. The motion passed unanimously. Mr. Veverka added that volunteers will have to take on more responsibility and hiring a maintenance person. There may be interest from American Leak Detection personnel.

ACTION: Mr. Veverka to further discuss a maintenance person and rates at the next meeting.

b) Meter Can Order and Number list to Judy (Harold)

Mr. Corn reported that the Oversight Committee met and has reviewed the parts list. Some parts are already on hand. The plan is to install 50 cans and cost is approximately \$50,711 for parts plus \$30,000 for installation. Ms. Kilburg reminded everyone that if we'll be putting members on payment plans then we may not have the money on hand that we need from the special assessment account. We are on target to begin installation in early May with a plan of action on installation locations. Volunteers will be used to locate approximately five properties where line location is difficult.

ACTION: Mr. Corn to email parts list to Ms. Kilburg

ACTION: Mr. Veverka and Mr. Corn to continue discussion on meter installation at the next meeting.

- c) **Jack to contact Mike Brown for Water Sampling Plan (Jack)**
No previous sampling plan developed. Action complete.
- d) **Board Vote Whether Suzanne Should have Copy of Liens in Addition to Treasurer Copy**
An explanation of the current process was presented by Ms. Kilburg and discussion ensued. Mr. Brophy made the motion that there will be a single copy maintained with the treasurer. Mr. Nyhan seconded the motion. All voted in favor with the exception of Ms. Star who voted against the motion.
- e) **Sand Barrel Filling Volunteer List (Suzanne)**
There are a couple of sand barrels in the shed. Action can be skipped for now.
- f) **Verify Architectural form is on the Website (Stan)**
Covered earlier in meeting.
- g) **Emergency Exits (Eleni)**
Covered earlier in meeting.
- h) **Plat of SLP to Eleni and Joe (Suzanne)**
Complete
- i) **Meter can Cost/Numbers (Peter)**
Further discussion at next meeting
- j) **Board Vote to Decide Overdue Start Date for the Special Assessment (Board)**
Discussion ensued regarding when the penalty phase begins for special assessment delinquent accounts. The special assessment as it passed is not consistent with the Bylaws, but it was a membership vote so it has to stand. The motion was made by Mr. Brophy that for the special assessment, the 90 days begins on March 11th. Mr. Nyhan seconded the motion.

ACTION: Ms. Star to send blank Payment Plan Request to the Board

- k) **Stan/Joe one on one Discussion w/Brad Hays on Dissemination of Aging Info (Stan/Joe)**
Stan and Joe have arranged to meet with Mr. Hays.
- l) **Sand Use (Joe)**
Skipped
- m) **Tom Horan Proposal Budget (55K x 2) to Stephanie Richardson (Judy)**
The proposal did not pass the legislative session.

EXECUTIVE SESSION

Visitors were excused and the Board went into an executive session.

ADJOURNMENT

Ms. Kilburg made the motion to adjourn the meeting. Mr. Nyhan seconded the motion. The motion was unanimously passed and the meeting was adjourned at 10:46 p.m.