

SLPPOA Board of Directors Meeting
March 11, 2025
Meeting called to order at by Scott DeWitt

Board Members present:

Scott DeWitt
Scott Gould
Keith Rigney
Donna Smith
Elizabeth Swicegood
Tim Umscheid
Daniel Wirth

Board Members Absent:

Ashley D'Anna
Angela Mielke

SLPPOA Members Present

Holly Gould
Tersa Hansen
Harold Corn
Matthais Hochanadel
Kenna Ryder
Tom Messing
Eric Verret

Meeting called to order by Scott DeWitt at 1836.

Agenda Approval

Tim Umscheid motioned and Scott DeWitt seconded to approve the agenda. Motion carried 7-0

Minutes needing approval – February 2025

Tim Umscheid motioned and Scott Gould seconded to approve the minutes. Motion carried 7-0

PRESIDENT- Scott DeWitt

The meeting scheduled with Jeremy Golston, District Supervisor, USFS was cancelled and needs to be rescheduled.

DeWitt has a large tree on the edge of his property that is leaning towards falling on the Aspen Wellhouse. He is investigating contractors who can remove the tree and wants to know if SLPPOA would pay part of the cost. There is interest in doing this to save the wellhouse and DeWitt will contact an additional tree service to determine the cost.

VICE PRESIDENT- Tim Umscheid

SECRETARY- Donna Smith

The US Treasury has announced that they will not enforce the provisions of the Corporate Transparency Act which required submission of information on Beneficial Ownership and Interest. SLPPOA has complied with the provisions prior to the deadline and no further action is required.

Smith continues the project of cleaning up old files and records. She asked if the Board agrees that detailed financial records prior to 2018 were should be shredded. Certain records, such as tax filings, year-end statements, or other important information will be kept. The consensus of the Board was to follow this plan.

TREASURER- Elizabeth Swicegood

As of February 28, 2025

Budget - \$ 206,364
Op acct- \$ 305,325.39
Res acct - \$ 85,735.79
Special Assessment - \$ 42,972.18
Total Cash - \$ 434,033.36

Assessments accounts receivable \$ 72,804.60
 Collectible - \$ 52,350.51(45 members including Special Assessment and accrued interest not yet waived)
 Long-Term Unpaid - \$20,454.09 (2 properties – liens filed, 1 property pending)

Approvals:

- February Financial Statement
Donna Smith motioned and Scott DeWitt seconded to approve the February Financial Statement.
Motion carried 7-0

Swicegood noted that she needs to audit the member balances to ensure that the interest penalties on the Special Assessment were voided through Feb 1, 2025. Some accounts were charged interest penalties.

There are several issues that continue with HOAMCO as a fiscal agent, including:

- Annual Assessment invoices that were late being sent out
- Member addresses not being correct and updated
- Slow payment of invoices and
- General responsiveness to questions and issues

Swicegood wants to investigate other management options over the next several months.

STANDING COMMITTEE REPORTS

WATER – Keith Rigney

System 1 gallons 488,203 produced, 276.902 gallons leak (57% or ~ 6.9 gpm)

System 2 gallons 135,250 produced, 5622 gallons GAIN
February testing Results—no contaminants detected

Water Use Notices –

Well Levels were reported to the State

Leaks: 14 total Leaks

- 2 New
- 12 Existing (carried over from Jan)
- 4 Fixed

Excess Water Usage (>8,000 gals): 6 Users

- 1 New
- 5 Existing, 5 w/ Leak flags

highest user = 24,176 gals (has been addressed)

next highest user = 13,388 gals

1 Fixed

System 2 Pump house update. HUGE thanks to Donna, Tera, Harold, Matthias, and Tim. Water Operator (Frank Naranajo), cleaned the well houses and booster station of the excess materials that are not needed for the chlorinators.

Tera fixed the water meter at 1562 Los Griegos. Supposedly frozen due to no usage.

Rigney identified a priority water projects for the calendar year.

1. Aztec pipe replacement (from special assessment)
2. Ashley Lane pipe replacement (from special assessment)
3. FR10/Los Griegos fire hydrant replacement
4. Pump House Rewiring
5. Tools and materials purchase complete.
6. System one training by Harold Corn
7. Findings from NMED Inspection
8. Well meter calibrations
9. Anything else (dependent on budget)

The budget for water this year is \$105,985. We have not spent that much on water in a several years and at this point have a substantial budget to fund work. He will be getting cost estimates and schedules of these projects to get them underway. Rigney expressed that at this point we do not have a funding problem, we have an execution problem and need to get projects on a schedule for completion.

Tim Umscheid is working with the electrician to get him scheduled and on-site for upgrading and rewiring the System 2 booster Station. Rigney asked is any other well houses or parts of the system need electrical upgrades. The Hovenweep and Aspen well houses are in good condition with respect to the electrical system. Neither has a dedicated generator connection.

Donna Smith will contact a plumber to get the Aspen wellhouse leak repaired and install a sampling tap.

Harold Corn reported that the NM Bureau of Geology will be on site March 18 to sound the water levels in the Aspen and FR10 wells. He will notify the Board of the timing.

Meter Readings posted for Dec, Jan and Feb Usage

Sanitary Water System State Inspection

Donna Smith and Tera Hansen reported on the Sanitary Water System survey.

On March 3, 2025, Mike McFadden from ERG performed the Sanitary Survey site inspection for NMED. The last inspection was in 2017 and should have been performed every 3 years. Due to the backlog, NMED hired ERG to do the inspections and submit the inspection report to NMED for review and approval. We should receive the report within 30 days of the inspection and then have 30 days to submit a corrective action plan to address deficiencies.

Tera Hansen and Donna Smith met with McFadden, gave him an overview of the system, history and operations. He then inspected:

1. FR10 Well,
2. the abandoned FR10 Well,

3. System 2 Booster Station,
4. System 2 Tanks,
5. Aspen Well,
6. System 1 Tanks, and
7. Hovenweep Well.

The inspection also included records relating to the water system operations as well as interview questions. Records supplied were:

1. Current certification proof for Frank Naranjo, Water Operator
2. Water System Sampling Plan
3. Water System maps showing sources, pumps, valves, etc.
4. Asset inventory list
5. An Organization Chart for SLPPOA showing water operations. We included the brief description of the responsibilities for the Board members.
6. SOPs
7. Emergency Response Plans
 - a. Interconnect procedure for emergency outages
 - b. SOPs for Water Outages (Mielke)
8. Sampling results
9. Repair records and logs
10. Water production log

Records requested that we do not have:

1. Contract for the Water Operator
2. System disinfection procedure
3. Specifications for new installation and repairs with disinfection procedures
4. Chemical suppliers and contractors (all from Naranjo)
5. Emergency Response Plans
 - a. Threats and responses
 - b. Routine operating emergencies

Questions answered during the interview included:

1. What is our process for financing and ensuring we have sufficient financial resources?
2. Do we have critical or vulnerable customers identified?
3. Did we complete the lead/copper survey and notify customers?

Items that Donna and Tera observed during the inspection that we may have to address:

1. Cap old FR10 well per OSE requirements
2. Tighten bolts on FR10 wellhead
3. Install vents on FR10 and Aspen wells
 - a. Hire a welder to modify the steel sleeves that are over the well heads.
4. Install gaskets on tank access points
5. Fix leak in Aspen wellhouse
6. Install smooth bore sampling tap in Aspen wellhouse
7. Disconnect or shutoff unchlorinated water line in Hovenweep wellhouse
8. Install gasket or seal on Hovenweep Well
9. Develop an Emergency Response Plan

10. Have a backup Water Operator, may be part of emergency response plan

Donna contacted Hydrogeologic Services (HGS) and asked for estimates on venting the wells and capping the abandoned well. The process for capping a well is

1. identify the correct well number (RG-30359 POD 3)
2. HGS files a Capping Plan with the OSE for approval, which takes a 4-6 weeks.
3. HGS pumps a certified grout into the well that is safe for the aquifer.
4. HGS the completion paperwork with OSE.

ROADS –Angela Mielke

Keith Rigney reported that a homeowner raised an issue about snow melt from plowing draining onto his property and is causing damage to a barn. The issue stems from the barn being built in the easement, too close to the road and no berm or water diversion protection on the homeowner's property. This portion of the Hovenweep is also plowed by Sandoval County and we do not have control over it.

Smith reported that Trilobite Trail is not being plowed all the way to the end and the last house is being missed. We will address this with the plowing contractor at the next snow plowing.

Keith Rigney reported that he did some road work on Cerro Pelado over the last month.

ARCHITECTURAL— Scott Gould

Blighted Property – Sandoval continues to work this problem and contact the property owners.

Approvals –

273 Trilobite Trail – fence extension

114 Mesa Verde – deck rebuilt

16 Redondo Vista – one-story garage construction

LEGAL –

Liability Insurance – (budgeted \$7,100)

The current policy expires on May 20, 2025. The Jemez Agency expects to have renewal information by April 20, 2025.

EMERGENCY PREP & SAFETY - Scott DeWitt and Angela Mielke

DeWitt reported that there is usually a community wildfire information day in La Cueva. There is a lot of good information available during the day. We have not heard an announcement for this event this year.

PARKS- Daniel Wirth

Keith Rigney reported that we have a bid from Shawn Ambergery to remove dead trees in Black Bear Park. The removal would include dropping the trees, bucking and removing the work, and chipping any slash. Ambergery is insured for such work. One tree has been removed under the supervision of Tim Umscheid but the remaining 2 trees are dangerous to remove.

Rigney motioned and Umscheid seconded to have Ambergery remove the remaining 2 dead trees for a total cost of \$1200. He needs to provide his insurance and W-9 with the invoice.

LONG RANGE PLANNING – Ashley D'Anna

No report

OLD BUSINESS

NEW BUSINESS

MEMBERS

ADJOURNMENT

Meeting adjourned at approximately 1945.

NEXT REGULAR BOARD MEETING

April 8, 2025 6:30 pm