

Pinos Altos Mutual Domestic Water Consumers Association

Board of Directors Meeting Minutes

DRAFT

Date: March 11, 2026

Time: 6:03 PM – 7:10 PM

Location: Firehouse, Pinos Altos, NM

Call to Order

The meeting was called to order at 6:03 PM. A quorum was confirmed with all five board members present as follows:

Tom Gedgaudas, President

Gabriel Sanchez Preusch, Vice President

Mike Sheffer, Secretary

Paul Raleigh, Treasurer

Bruce Fahrlender, Member-At-Large

April Matthews Bookkeeper / Office Manager

Linda Davila, meter reader

Public Input

- No public attendees signed up for public input.
- Public input was closed.

Member Comment

- Mike Sheffer reported a possible water leak near his meter at 57 Main Street.
- Initial observation indicated water in the meter can and runoff downhill.
- Action:

- Gabe to inspect the site and verify meter activity.
- Follow-up scheduled for the next morning.

Approval of Agenda

- Motion to approve agenda as presented: Approved unanimously (5-0)

Approval of Minutes

- Minutes from January 21 meeting reviewed.
- Motion to approve: Approved unanimously (5-0)

Unfinished Business

Update on Planing Grant Activity for Preliminary Engineering Report (PER)

- March 5 deadline for Colonial Infrastructure Funds has passed.
- Additional grant opportunities identified, including:
 - Fully funded Water Trust grant (no match required)
- Coordination with Tim Lytle (NM Finance Authority).
- Board member requested assistance completing applications.

Actions:

- Schedule working session (prior to Monday departure).
- Continue pursuing all applicable grant opportunities.
- Provide email updates to board as applications progress.

Next Bill Pay Implementation

- System fully operational.
- Adoption metrics:
 - Email users: 51
 - AutoPay: 28
 - Text-to-Pay: 8

- Paperless billing: 29
- January: 39 payments
- February: 43 payments

Highlights:

- System is covering its monthly cost (~\$100).
- Improved collection performance (including long-overdue account paid).
- Increased administrative workload initially for reconciliation.

Discussion Points:

- Potential future shift to:
 - Fully electronic billing
 - Fee for paper billing (\$1/month)
- Continued monitoring over next 6 months.

New Business

New Memberships-none

Storage Container (Connex) Replacement

- Current container is deteriorated and unsanitary (rodent contamination concerns).
- Estimated replacement cost: \$2,000–\$4,000.

Discussion:

- Potential integration into future infrastructure project (PER).
- Consideration of:
 - Meter replacement (past lifecycle)
 - Service line failures (primary leak source)
 - Full system lifecycle nearing end (~40+ years)

Consensus:

- Defer replacement to 2027 budget planning
- Potential inclusion in larger infrastructure grant project

Removal of Board Member-At-Large for Non-Attendance (Bruce Farlander)

- Bruce absent for ~5 months due to:
 - Blood clot
 - Pneumonia
 - COVID-19 hospitalization
- Motion to remove Bruce: FAILED (5-0 opposed)
- Bruce remains on the board.

Appointment of New Member-AT-Large NA

Discussion & Distribution of Excess Funds if Any per Bylaws VII(7)

- Annual requirement to assess surplus funds.
- Current reserves: ~\$160,000
- Threshold for “excess” discussed (~\$500,000+)

Motion:

- No excess funds available for distribution
- Approved unanimously (5-0)

Notification to Silver City’s Finance Director of Active Connections Number

Action: The Board Secretary will provide letter indicating 140 active connections to date.

Filing of Annual Report to Secretary of State per NMSA 3-29-17.5 (A)

- Annual board/officer update require
- Action: President to submit report

IRS Filing (Form 990-EZ)

- Filed and accepted as per bookkeeper
- Filing fee: \$41
- No further action required

New Procedures Audit Findings (AUP Report) Four findings addressed with new procedures:

- Bank reconciliation review
- Purchase order controls
- Journal entry approval process
- Additional financial oversight steps

Motion:

Adopt corrective procedures as presented

Approved unanimously

Action: Paul and Tom to address

Reports

President's Report

- Written report distributed
- No additional discussion

Vice Presidents Report

- No additional updates

Treasurer's Report

- No additional updates

Secretary's Report

- No additional updates

Bookkeeper's Report

- Financials distributed

- Online payments increasing
- Water loss trending downward

Operations & System Issues

Water System Updates

- Active leak concerns:
 - 57 Main Street (under investigation)
 - Bear Creek area (possible natural seep or unknown source)
 - Additional service line leaks identified and repaired

Key Discussion:

- Acceptable water loss range: 10–25%
- System currently aging and prone to leaks
- Long-term solution: infrastructure replacement (PER)

Next Meeting

- Originally scheduled: May 20
- Rescheduled: May 27

Adjournment

- Motion to adjourn at 7:10 PM, Approved unanimously