**OSHARA MUTUAL DOMESTIC WASTEWATER ASSOCIATION**

 **SPECIAL OPEN BOARD OF DIRECTORS MEETING MINUTES**

**August 14, 2024, 6:15 PM**

**Call to Order:** Meeting called to order at 6:16 PM.

**Members Present : Members Absent :** none

Bob Detwiler – Board Member

George Brown – Board Member

Beth Detwiler – Board Member **Others Present (on-line or in person):** none

Stephen Rivas – Board Member

Ed Greco – Board Member

Frank O’Mahony -- Alternate

**1. Confirmation of quorum**. Quorum was confirmed.

**2. Approval of agenda. Vote to approve agenda.** Motion to approve by George . Motion wasseconded by Ed and approved unanimously.

**3. Vote to approve minutes of prior meeting of 7/17/2024.** Motion to approve prior meeting minutes of 7/17/2024 by George. Motion was seconded by Ed and approved unanimously.

**4. Treasurer’s Report.** Stephen reviewed the July reconciliation documents and reported the following:

July Beginning Bank Balance: $55,848.08

July Ending Bank Balance: $54,665.62

Dues Outstanding as of 7/1/24: $24,282.45

1-30 days overdue, total: $10,491.10

Adjusted Outstanding Dues as of 7/1/24: $13,791.35

Lien accounts total: $12,451.15

Discussion included reasons that our lien total remains so high.

Motion to accept the Treasurer’s report by George . Motion was seconded by Ed and approved unanimously.

**5. Treatment plant update.**  We received a call from Thomas Denis, of the Hal Burns company. He said he got some advice from an engineer at Cummins company about the problem with our portable generator. It can hold a load, but has been having intermittent shutdowns. He said this could be due to a defective electric circuit card, or a regulator that gives an occasional error message, e.g. about reverse voltage. He plans to come next Tuesday to see if this advice will help solve the problem. He said the generator would be okay to use in an emergency, but the sooner it is fixed, the better.

Discussion included a question of how long of a power outage would be required to trigger the generator to come on. This is 15 minutes.

**6. Updates on DFA reporting, taxes and NMED permit renewal.** Our IRS 990 non-profit income tax return for 2023 is now completed. The IRS will send us a letter confirming that they have accepted our return. We received a notification that our DFA Budget Adjustment Resolution has been accepted.

Beth submitted a packet of notifications required to complete the NMED/EPA permit renewal. Work is completed on the requirements. Associated cost of these requirements is currently at $434. Thanks to Loren, Therese, Bob, George and Ed for their help in completing this permit application. The NM Ground Water Bureau will notify us if our submittal is accepted.

**7. Liens, collections and accounts in arrears.** We have had more activity than usual in this area. In July we sent a Notice of Right to Lien to a customer who was behind by more than $325. Therese said they contacted her about this, and she is checking to see if they made any payment as yet.

Also in July we put a lien on a property whose owner was behind by about $370. This house has been under construction for 5 or 6 years and is connected to our sewer lines, but the owner feels he should only pay a standby fee until somebody moves in.

At the end of July we sent a notice of a possible collection agency (CBF) referral to a customer with a lien on their property, and a debt to us of over $600. This owner has now contacted Therese about setting up automatic payments.

In June a customer with an existing CBF referral made a payment of around $600. Therese has let us know that they are now keeping up with their bills. The collection agency was paid for the 25% share of the $600 payment that was due to them.

**8. Update on county sewer line, irrigation plans and connector roads.** Last month a suggestion was made that Board Members visit the Abajo lift station and the Quill treatment plant. There are problems gaining access into these areas. Paul Choban said that such access would not be possible, presumably due to the operators’ work schedules.

It is possible to view the Abajo station from outside its fence. It is located on Forest Road, off Hwy. 14 before the Forest Service Offices. Discussion included the possibility of borrowing a standby pump from the Abajo if our lift station experiences an emergency loss of a pump. OMDWA and Santa Fe County Utilities are members of a mutual aid agreement response network (NMWARN). Another support agency, the Rural Communities Assistance Coporation, may be able to provide us training in the details and procedures of de-commissioning our plant and association.

**9. New business and matters from the floor.** Frank asked about the irrigation zone map and schedule. These will be emailed to him. Suggestions for checking an owner’s irrigation delivery system were made. Next year this information should go out to all owners in May, if possible.

**10. Schedule next meeting.** Our next Special Meeting is scheduled for Wednesday, September 18th , at 6:15 PM. This will be a hybrid meeting. Board members will meet in person, and a zoom link will be provided for others wishing to attend.

**11. Vote to adjourn.** Motion to adjourn by Stephen . Motion was seconded by Stephen and approved unanimously. Meeting was adjourned at 6:52 PM.