

**OSHARA MUTUAL DOMESTIC WASTEWATER ASSOCIATION
SPECIAL OPEN BOARD OF DIRECTORS MEETING MINUTES
February 12, 2025**

Call to Order: Meeting called to order at 6:15 P.M.

Members Present :

Ed Greco – Board Member
George Brown – Board Member
Beth Detwiler – Board Member
Stephen Rivas – Board Member
Frank O’Mahony – Board Member
Bob Detwiler – Alternate

Members Absent :

Mark Anthony--Alternate

Others Present (on-line or in person):

Miquela Sanchez
Inessa Mazlova

1. Confirmation of Quorum. Quorum was confirmed.

2. Approval of agenda. Motion to approve the agenda as amended by Stephen. Motion was seconded by George and approved unanimously. Amendment was to move the Matters from the Floor to after Approval of Agenda.

3. Other Business and Matters from the Floor.

Miquela had no questions at this time.

Inessa asked if something could be done to beautify our entrance off of the Richards Ave. traffic circle at Willow Back Rd . This request will be presented to the HOA.

Stephen mentioned options for grants and funding available from Federal and State sources. Beth and Stephen will meet on March 7th at 10 AM to work on needed forms for applying to funding agencies.

4. Vote to approve Minutes of Prior Meeting of 1/22/2025. Motion to approve prior meeting minutes by Steven. Motion was seconded by Frank and approved unanimously.

5. Treasurer’s Report. Stephen reported on the reconciliation documents for January.

Bank Balances-

January Beginning Bank Balance- \$48,275.93

January Ending Bank Balance- \$45,380.58

Outstanding Dues-

Dues outstanding as of 02/10/25- \$33,865.15

1-30 days overdue, total- \$10,487.83

Habitat Escrow late payment- \$6,844.46

Adjusted outstanding dues- \$18,039.83

Lien accounts total- \$14,741.40

Stephen reported that outstanding dues were high due to this Board meeting being early in the month. All other outgoing expenses were normal. Most of the outstanding dues amount was caused by accounts with liens. George mentioned that the email to all owners encouraging payment of accounts due was successful in increasing the payments on some overdue accounts.

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

6. Treatment Plant update. Ed reported on two recent expenses for the plant, \$600 for grease removal from the tanks and \$300 for a new combination door lock with installation.

7. Updates on Taxes and NMED Permit renewal. Permit has not been received from NMED. The 2024 audit is underway and the Sec. of State 2024 Corporate Report has been filed. Change of enrolled agent must be reported in the 2025 Corporate Report, according to Sec of State staff.

8. Liens, Collections and Accounts in Arrears. Several overdue accounts were paid up in recent weeks. There was a question from our accountant about removing debts from an account if the owner has begun paying regular charges. Our By-laws prohibit reducing or forgiving debts, and to change this would require an amendment to the operating documents by the membership. Discussion included options for owners in arrears. It was decided to send a letter to these owners encouraging payment of debts and suggesting payment options. Bob will draft this letter.

Our Collections company (CBF) was discussed. Discussion of our contract included effectiveness, options for a different company, and possibly ending our contract with the current provider (CBF). Motion by George to contact CBF for information about continuing our contract vs. ending contract. Second by Stephen. Motion was approved unanimously. Bob will contact CBF.

9. Update on County Sewer Line and Irrigation Plans. Ed distributed a copy of an email from the County Projects Manager with an update on the progress of the new sewer line project. An engineer now has a Purchase Order to complete the design portion of the project. Estimated design completion date is June of 2025 for the sewer line. Then the County will issue an Request for Proposals for construction of the line in approximately July or August. This project will depend on the funds available.

10. Schedule Next Meeting. Our next Special Meeting is scheduled for March 19th, 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 Frank and approved unanimously. Meeting was adjourned at 6:50 P.M.