

**OSHARA MUTUAL DOMESTIC WASTEWATER ASSOCIATION
SPECIAL OPEN BOARD OF DIRECTORS MEETING MINUTES
March 19, 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
Mark Anthony--Alternate

Members Absent :

Frank O’Mahony – Board Member
Bob Detwiler – Alternate

Others Present (on-line or in person):

Miquela Sanchez
Candy Emerson

1. Confirmation of Quorum. Quorum was confirmed.

2. Approval of agenda. Motion to approve the agenda as presented by Stephen. Motion was seconded by Mark and approved unanimously.

3. Vote to approve Minutes of Prior Meeting of 2/12/2025. Motion to approve prior meeting minutes as presented by Stephen. Motion was seconded by Mark and approved unanimously.

4. Treasurer’s Report. Stephen reported on the reconciliation documents and General Ledger for February. All expenses were in order.

Bank Balances: Feb. Beginning Bank Balance- \$45,380.58, Feb. Ending Bank Balance- \$51,708.55. Beginning balance was low due to problem with Habitat’s escrow payment.

Outstanding debt total on 3/18/25 is \$25,780. Debt over 90 days late is \$15,439.

The reason for a recap adjustment to the Q4 report as now required by DFA was explained.

Vote to accept 2024 Q4 recap adjustment. Motion by Beth. Motion was seconded by Mark and approved unanimously.

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

5. Treatment Plant update. Ed reported on recent expenses for the plant. The usual checks signed included payments for our operator, testing and chemicals. Discussion included procedures in case of a PNM safety power shut down. Beth will contact Thomas Dennis about generator needs during a power shut down.

6. Liens, collections and accounts in arrears. The Aging Report from 3/18/25 showed one owner who should have a lien filed and 3 owners who should receive a Notice of Right to Lien to request payment of outstanding dues withing 30 days. One owner asked to have a lien removed without paying all of their debt. This request was denied by a unanimous vote of the Board members.

7. Updates on DFA reporting, NMED permit renewal and audit. The 2024 audit is complete and sent for approval to the State Auditor. There were 2 findings: one on Asset Inventory Certification and one on Financial Review Policies. New documents to comply with the audit findings will be approved and go into effect on this date of 3/19/25.

Vote to approve revised Asset Inventory Certification document. Motion by Beth. Motion seconded by Stephen and approved unanimously.

Vote to approve new Policies on Financial Review document. Motion by Beth. Motion seconded by Mark and approved unanimously.

Vote to accept 2024 Audit results. Motion by Beth. Motion seconded by Mark and approved unanimously.

8. Update on County Sewer Line and Irrigation Plans. George reported on email communications concerning the needed application and documentation for joining the County sewer services. The application for bulk rate potable water for irrigation is a separate procedure. Discussion included: response to the Director of Santa Fe County Utilities, possible contact with La Pradera on their application submittal, need for technical information from our operator for the application, need for recommendations concerning technical/legal consultation and funding sources for financial support.

9. Other Business and Matters from the Floor.

Candy asked for clarification of utilities and HOA billings for services and dues, and also future plans for County wastewater services.

Miquela had no comments at this time.

10. Schedule Next Meeting. Our next Special Meeting is scheduled for April 23rd, 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 Mark and approved unanimously. Meeting was adjourned at 6:58 P.M.