

7:08pm February 11th, 2025, RW&SD board meeting called to order Board Chairman Robert Montague.

Blanche Clawson gives an opening prayer.

Robert Montague leads the pledge of allegiance to the flag.

Board members present are Robert Montague, Whitney River-Croley, Micheal Croley, and Blanche Clawson.

Board members absent are Shawna Grassie.

Also present are Operators Flint Tietjen, Secretary Michele Macias, and Marc DePauli.

Board chairman asks if all board members present had a chance to read the minutes from the previous meeting in January 2025, everyone says yes, Board Chairman asks if there are any changes that need to be made. No changes required.

Whitney River-Croley makes a motion to approve the minutes from the January 2025 meeting. Michael Croley seconded the motion. Board Chairman called for a vote, all in favor said, "Aye." Motion passes Unanimously.

Board chairman asks operator to put a light pole with solar light by business entrance to be able to see the entrance better in the evening and at night.

Flint offers the operator's report. The operator purchased a woodchipper for RW&SD on Sunday February 9th and the woodchipper was on sale for \$500 off and the cost came to about \$3,500. The operator says a customer's water line froze. The operator had to dig several places to try to find where the line was frozen but luckily found the frozen area pretty quickly. A small water leak in the pipe had caused the ground to become moist, which caused the ground around the water line and the water line to freeze. Where the line froze was between the high school and the sewer treatment plan. The intern helped the operator find the cause of the leak and frozen line. After they found where the pipe was frozen, they made a fire to defrost the ground to be able to dig to get

access to the leak and replaced about 20 feet of the pipe in that area. Operator mentions also usually having sewer plugs to deal with this time of year.

The operator has talked with an electrician to give us a quote concerning what parts we need to replace the electrical components at the sewage treatment plant. The electrician said he will come out and give us a quote when the weather gets better. The operator mentions we did get the bill from that electrician for the permit for the new meter pole at the HWY well.

The board asks the operator how GMCSO intern is working out. Operator gives a good note on the GMCSO intern and has expressed on how much the GMCSO intern has been a lot of help. The operator says there is no need to hire a part time laborer now that we have the intern. Board and operator discuss who the GMCSO interns are.

Board chairman asks operator to clean up broken culvert by a trailer on Lambson street.

Secretary's report given by Michele Macias. The secretary says GMCSO intern is a good worker and is doing a good job with helping out with the daily tasks. GMCSO intern helped make an inventory list of office equipment and has gone through the inventory to see what office equipment works and what doesn't work. The intern also helped complete the paperwork that needed to be filled out to get property tax exemptions on 3 properties that RW&SD owns that hadn't been exempted in the past. The secretary presents the January monthly budget summary to the board. The secretary also presents the 2nd quarterly report for FY25 to the board. The secretary explains categories of the budget, explains that we have the funds budgeted in several other categories to be able to transfer from one category to another to cover the increased costs. A board member asks if the testing cost increased because those are close to go over the budgeted amount. The secretary says those costs have gone up and there were also a couple of instances of testing that RW&SD had to pay for that weren't a part of our regular testing expenses. One instance where the state changed our requirement from testing 5 samples to testing 10

samples but didn't inform us, so we paid for the 5 samples to be tested and the other instance is while the secretary was out during the summer, and the operator explained what happened with that instance. RW&SD had tested positive for coliform and needed to retest some samples and those samples were fine, no coliform detected, but RW&SD still had to pay for those extra testing costs. It is possible in that instance that there was contamination in the testing supplies. The secretary discusses with the board that we will be able to easily transfer some from the category employee travel to the testing category to cover the added expenses without having to complete a budget adjustment resolution. The secretary also explains that she was instructed to account for the carry forward DOT grant money received in FY24 but not spent until FY25 incorrectly, so later in the agenda there is a Budget Adjustment Resolution to correct the way we reported it to the local government budget division at the state in our Final FY25 budget. The secretary is not confident in the way the budget analyst at the state is now telling her how to properly report that carry forward grant money, considering this is the second time the RW&SD secretary has specifically asked the budget analyst how to properly report a transaction and RW&SD has received incorrect guidance. The secretary reassures the board members that she will make the appropriate changes and then analyze the data to ensure it adds up correctly as far as the accounting goes. The secretary can also ask the CPA that did our last audit, but sometimes even the CPA has a difficult time answering how to properly report a transaction to the state's LGBMS reporting software, because the CPA is not familiar with that software.

The secretary gives an update on All Funeral Services, the secretary hasn't had a chance to go into the website and update the inventory, but we had our first training session online with AFS. Once we get clarity on the inventory categories for AFS the secretary will see if she can train the intern on how to update the inventory in the system, so that the intern can help with that part of the job. The secretary found out the due date for the NMDOT grant application is due March 15th. She needs to communicate with the operator to verify the names of the streets and what work needs to be done to repair the roads. The

operator says that the main road that needs work right now is South Bloomfield, but we will include several roads in Ramah.

Board Chairman shows the RW&SD debit card to the board and gives it to the secretary to safely store the card until it will be used for board approved purchases. The board and chairman discuss what the daily limit is for the debit card and if there is an authorized purchase by the board for more than the daily limit, the card holder would need to call the bank to ask for the limit to be raised for that one day, to be able to make the authorized purchase.

Next item on the agenda is the wastewater preliminary engineering report presentation from DePauli for the board to discuss and choose which option they would prefer. DePauli presents the wastewater PER and the different options available. The 1st option is to repair the existing plant and that would require a place for the wastewater to go while the current plant is being repaired and the PER estimates that it would cost 1.5 million, the first option wasn't recommended because of the steel in the current plant. That option includes redoing the current plant and creating an emergency lagoon. The board and engineer discuss the options in the PER. The second option is building a new plant, it is an option to build the new plant next to the older plant. The new plant would include steel and other more updated components. The current plant is 20 to 25 years old, and they are not made to last that long. It is important to the board that we have a viable option for updating our wastewater system. The new plant would be on a concrete pad and be elevated so the soil wouldn't be touching the waste treatment system, the elevated systems usually last longer. Is there more maintenance required for a raised system? There would be regular maintenance. The package plant would cost 2.5 million. Everyone discusses the denitrification process and how well the new plant would be able to process the nitrogen levels. The breakdown of the ammonia could happen with facultative bacteria and that process doesn't happen in oxygen rich air, so that is why the current system would say to turn the blowers off to help with the denitrification process. Board chairman asks about a lagoon overflow option. The engineer discusses

the next option is an extended air plant option, but RW&SD doesn't have the population and the needs for an extended air plant option, that would cost about 6 million. The last option is a lagoon option, stabilization process and all the wastewaters go into a facultative lagoon, and you rely on sunlight and natural processes, but that option requires more surface area. It is discussed that there is a facultative lagoon and an evaporative pond in this option and would be a zero discharge plant. That option would require several acres. The board discusses how many acres are needed for the lagoon and the pond. It is discussed that option would create a smell or odor in the surrounding area and would cost approximately 3 million. Concerning a lagoon option RW&SD wouldn't have the electrical costs from operating the blowers of the current system. The board discusses the maintenance for the lagoon system and how long the liner would last and how much it would cost to replace the lagoon liner. It is discussed what the liner would cost per square foot. The board discusses that a new plant might be cheaper in the long run compared to replacing the liners in a lagoon system. There is some confusion about the facultative lagoon's size and the evaporative pond size. Surface area for the lagoon is 30,000 sq ft less than an acre, and the evaporation pond is 169,000 sq ft, or it is the other way, but both would need liners, and the liners would need to be replaced at least every 20 years as long as there are no rips or tears in the liner. The board member asks if with option 2, building a brand new plant would the monthly cost be lower or about the same cost? The newer plant would be more efficient, but the cost of electricity will continue to increase. Everyone discusses that if they go with option 2, building a new plant near the old one, then we would be able to repair the old plant while the new plant is being used and vice versa.

Whitney River-Croley makes a motion that RW&SD vote on the wastewater PER to be option 2. Michael Croley seconded the motion. Board chairman calls for a vote all in favor say, "Aye." The motion passes unanimously.

The engineer asks if we have any questions concerning the water PER while he is here. The Board chairman discusses that we are waiting on the county to give us an agreement or amount of what it would cost us to have the county help us manage that WTB grant. The Secretary makes a copy of the sign in sheet for the engineer.

The next item on the agenda is the budget adjustment resolution to adjust the revenue of the FY25 budget to properly account for the left over NMDOT grant money that was received in FY24 and not spent until FY25, this adjustment is necessary because RW&SD was instructed to account for the left over NMDOT as revenue in the FY, which it is technically not revenue in FY25, it was already received in FY24 and not all of it was spent until FY25.

Whitney River Croley makes a motion to approve the Budget Adjustment Resolution FY25-005 for the Fiscal year 25 budget adjustment. Blanche Clawson seconded the motion. All in favor said, "Aye." The motion passed unanimously.

Next item on the agenda is to discuss the McKinley County agreement concerning managing the water trust board planning grant monies, if it was ready and sent to us by the county, but at the time of the meeting the county hadn't sent any agreements or potential amounts they would charge to help us manage the planning grant. The board chairman suggests that the previous amount the county quoted us has changed and that it is possible that the county can just help RW&SD with the procurement process and RW&SD can manage the rest of the planning grant process. The board chairman says that RW&SD needs money to make improvements. Board chairman says we have asked for capital outlay funds and says however much they give us we could put that in the bank and save it and build on it. Board chairman says we need to be looking at all the ways we can get more money including possibly getting federal grants, if RW&SD received federal grants then the level of audit that we would be required to go through would be even more detailed and cost more. Board members comment that at least RW&SD is doing everything they can to be up to date on our audits. The operator mentions that the company truck

was bought with a grant in the past, he doesn't know what kind of grant was used.

Next item on the agenda is the operator needing to purchase more water supplies to include meters and piping. The operator asks if he could spend about up to \$2,000 on water supplies, about 6 new water meters and more pipes.

Whitney River-Croley makes a motion to allow Flint to get supplies to make sure that the water system works great, which includes meters and pipe up to \$2,000. Blanche Clawson seconded the motion. Board Chairman called for a vote. All in favor said, "Aye." The motion carries unanimously.

It is discussed that if the operator needed to get more supplies that he could let the board know and he could use the debit card. The operator says he gets those supplies from Baker Supply, and we have an account with them, so they just send us a bill and we write a check for them. The secretary mentions we have an approximate \$390 credit with that company from a bill that was paid twice a long time ago, so we can make sure to use that credit with the next purchase we make with that company. It is discussed that the operator does keep the piping in proper storage

Next item on the agenda discussion on contacting engineers to get a quote on certifying the Tietjen well and connecting it to the current water system. The information we got from DePauli's water PER shows that it would cost us about \$350,000 just to certify that well, but it shouldn't cost that much...even if we had to drill a new well in the same location. The state won't let us hook it up to our current system unless it is certified by an engineer. The board asks if the wellhead is protected and there is a chance that we have to put in a new wellhead or dig a new well, but we need to find an engineer that will give us a reasonable cost or quote on what we need to do to get it certified. The operator and secretary discussed that we have been talking to the state environmental department and emailing to find out what we would need to do to certify the Tietjen well to be connected to our water system. We need to

have an engineer look at the well and see if there are improvements that need to be made to be able to certify it with the state to connect it to our current system. It is discussed that the well is already adjudicated for a certain amount of water. RW&SD would need help getting the paperwork together that needs to be filed with the state. It is discussed that the water from that well is good water, and it would be good to have a 3rd well providing water for our system, especially during the summer and/or in case something were to happen with one of the other wells we use. The board discusses whether they need a vote to be able to contact engineers. The secretary says she was told if it is less than \$60,000, we can email different engineers and get quotes that way. Everyone discusses which engineers we should contact and make sure we contact state approved engineers.

Next item on the agenda. What to do with window A/C unit since we installed a split system in the office. The operator suggests waiting until the summer and seeing how the split system cools during the summer. Everyone discusses how the new system is heating the office right now, it is discussed that when the new system is left at a higher temperature it does a better job of heating the office and secretary says she now turns it off at night and leaves the propane heater on to keep the office from freezing at night. The board suggests just leaving the window A/C unit until we see how the new system cools during the summer. The board suggests that if we do take the window A/C unit out, we could put a window in that area, so the office could have a cross breeze during the summer.

Next item on the agenda is the office equipment inventory list. The board and secretary discuss what works and what doesn't work. The board chairman brings up a water tank that is sitting on the property near where the coffey well is, and we don't necessarily know who it belongs, whether it is RW&SD's tank or a private citizens tank that was left on RW&SD's property, and what could we do with that to get it off the property. The board discusses if we put the tank out for bid then the person that gets it would have to move it. The board chairman also brings up an old holding tank that was used in the past that is

up on the hill and is no longer used by RW&SD and he thinks it is possible that the old tank is lead lined. The operator has used a magnet on it and doesn't think that there is lead in the old water holding tank. The board discusses that if that one is a decommissioned tank, then why do we need to worry about getting rid of it. It is discussed that the old holding tank is not on RW&SD's property. The board discusses that both of those items have been there for many years and at this time it doesn't seem beneficial for the board to address what to do with those 2 items. The secretary points out to board members which office equipment items are functioning and which office items no longer work, and which office equipment works but is no longer used by the office. The board discusses that we could have an auction for the equipment that still works, if we make a list of those items and post those items to the public. It is discussed that the broken items can be thrown away. The board discusses that we can throw away the office equipment that no longer works as long as it is trashed, destroyed and not just given away to anyone. The board discusses that there doesn't need to be a vote unless and until we decide to sell the equipment that still works.

Board Chairman asks if anyone has anything else that needs to be discussed. Board Chairman announces/reminds everyone about the board meeting on February the 18th to finalize the wastewater PER with DePauli. It is discussed that there had to be a public meeting announced and scheduled to finalize the wastewater PER. The Board asks do they need to discuss all the options again at the next meeting. It is explained that it is not necessary, since the board have already voted on which option they prefer, the meeting is to ensure that the public is aware of the wastewater PER, and which option the Board prefers. As long as a quorum of board members show up for the meeting on February 18th that is all that is necessary.

Whiteny River Croley makes a motion to close the regular meeting on February 11th at 8:33pm. Blanche Clawson seconded the motion. Board Chairman called for a vote of all in favor. All in favor Said, "Aye." The motion passes unanimously.