

Ramah Water and Sanitation District regular meeting called to order by board chairman Robert Montague at 7:12 pm on April 8th, 2025.

Whitney River-Croley offers the opening prayer.

Robert Montague leads the pledge of allegiance to the flag.

The board members present are Robert Montague, Michael Croley, Whitney River-Croley, and Blanche Clawson.

Also present are operator Flint Tietjen, and secretary Michele Macias,

Board Members absent are Shawna Grassie

Manning Accounting and Consulting Services LLC joined the board meeting on google meets at approximately 7:13pm to go over the agreed upon procedures audit results with the board members. Bye Manning conducted the exit interview for the agreed upon procedures audit for RW&SD for fiscal year 24. Any customer that would like a digital or paper copy of the audit results can request that at the district office.

The **first item** on the agenda is the vote to approve the minutes from the March 11th, 2025 meeting. Board Chairman asks board members present if they had a chance to read over the minutes, everyone says they did. The board chairman asked if any changes were needed, and the board members agreed that no changes were necessary.

Whitney River-Croley makes a motion to approve the meeting minutes for March 11th, 2025. Michael Croley seconded the motion. Board Chairman calls for a vote. All in favor say "Aye." Motion carries unanimously.

Next item on the agenda is the operators report given by Flint Tietjen. The operator says there was a problem that occurred with the GMCS water tank. The altitude valve malfunctioned sometime during spring break, causing the water to overflow their tank at about 50-60 gallons a minute pouring down the hill and flooding the field. Which depleted our storage tank. We informed the school that their altitude valve was damaged, and they promptly arranged

for it to be repaired, once they were made aware of the situation. There is one house in the GMCS teacherage that no one lives in, and it has been using an excessive number of gallons each month, approximately 15,000 per month, especially for no one currently living there. We contacted the GMCS D to investigate the situation and ask them if they wanted us to shut off the house's meter. At the beginning of April, the operator checked the meter readings, and then he checked the meter for this specific house on April 8th, and the readings indicated a usage of three thousand gallons over those 8 days for that one house. The destination and usage of the water are unknown. GMCS D decided to give the go ahead to shut the water meter off.

GMCS Intern and the operator were cutting a tree down that had been rotting away. The rotted tree was supported by another tree growing behind it and preventing it from falling or getting blown down. They had to cut the rotted tree down to avoid an accident or possible damage occurring if the tree had fallen. With just the operator and the GMCS intern they made great progress. The operator says having the mulcher really helps cut down the time needed for completing a project like that. The board chairman suggests a tree near someone's house that is looking like it has a lot of rot and needs to be cut down. It is discussed that there are several trees that are the town's responsibility that need attention, that may have rot. The board discusses that a person helping us look for beautification grants found a name and contact number and gave that to one of the board members to be able to contact to see if we could possibly get any grants to help pay for beautification improvements in the area and/or creating a public park area.

The operator has been needing to buy smoke canisters. According to our last quote in July of 2024, smoke cartridge costs \$4, and purchasing a box of them amounts to (\$400 for 100 in a box). Based on this information, they conclude that it is expensive, but the cost will probably only increase over time. The operator knows how to buy the chemicals to make them for his own use, but he isn't sure RW&SD would want to use the homemade ones for the town's use.

A board member suggests RW&SD would probably need to buy smoke canisters instead of using the homemade ones for liability purposes and the ones we purchase are approved by the USDA.

The area near the RW&SD office is becoming overpopulated with prairie dogs. The operator and the board chairman discuss the necessary actions to take to solve this problem. The board chairman proposes to conduct the operation in the fall when prairie dogs are preparing to hibernate for the winter. The operator discussed the behavior of prairie dogs during hibernation, specifically whether they block entrances to their burrows. There is also consideration for using the smoke canisters now while there are offspring present in the burrows. The operator says we should at least buy 2 boxes, and the chairman recommends buying 4 boxes due to increasing prices. This year, prairie dog populations have significantly increased and became even more of a problem in the cemetery and at the sewage treatment plant. A board member agrees that we should buy extra boxes, so that RW&SD can have some for next year. This will help RW&SD stay on top of things and not let the population of prairie dogs over run the cemetery again. Another board member suggests using the smoke canisters twice a year in the spring and again in the fall. The operator asks the board members if a vote is required regarding the purchase of smoke bombs, because it isn't on the agenda. The board chairman states that he thinks smoke bombs are considered a regular maintenance expense for the cemetery and suggests voting might not be necessary.

The board discusses with the operator how much water the school system uses, and should we have something in place to hold the school district accountable for issues like the broken valve, that essentially wastes RW&SD water. In the past it was discussed, for example if they left a toilet running after an event or some situation similar to that where more water than is necessary was used and wasted, what recourse does RW&SD have, or do we have any policy in place concerning those specific situations. It is discussed that the school's water usage is metered, and they pay for water usage, if it is over the

regular amount they pay for and as long as they respond quickly to issues brought to their attention and repair what needs to be repaired in a timely manner, that should be sufficient.

Next item on the agenda is the secretary's report. Michele presents the monthly summary for March, the deposits and expenses, and the quarterly report for Q3 of FY25. Each board member has a copy to look over. The board, the operator and secretary discuss the income and expenses for the third quarter. Any customer that would like a digital or paper copy of the quarterly report can request that at the district office. The secretary explains now that RW&SD is caught up with all past due payroll taxes, so what the board is seeing now in these quarterly reports is our average costs. RW&SD actually had a net profit in the 2nd and 3rd quarters, which is a very good sign of how well the business is operating. The board chairman brings up that at the next meeting the board needs to complete the budget for fiscal year 26, look over it discuss it, and come with your ideas. The secretary says she will come up with a rough draft budget for FY26 in an excel format for the meeting, so we can adjust numbers as needed in the meeting. The secretary gives an update on AFS, reminds the board that the cemetery website is up and going and the secretary is cross checking the inventory with our records to make sure the inventory is correct. The secretary also says that the contact from NMDOT says that RW&SD will probably get approved for a NMDOT grant this year, but that he will email us when they know for sure. The NMDOT had also contacted the secretary to confirm that in our project request we did not include HWY 53's right of way. In the application paperwork, we had our project terminating at HWY 53, but the NMDOT needed it to articulate that we would be terminating our work project at the right of way of HWY53. Our contact at NMDOT sent us a map from McKinley County showing how many feet of right of way there is for HWY 53 in the town of Ramah.

Next item on the agenda is to discuss and vote on John Shomaker's quote and proposal to help guide RW&SD on connecting the Tietjen well to our water system. The board and operator discuss what is listed on the proposal from

John Shomaker as far as what he can do for us and what he will charge us. John Shomaker's quote says \$1,200 plus tax. The board discusses it is important for us to have someone who can point us in the right direction concerning the Tietjen well and not just give us an excessive quote of how much it would cost to certify the well of several hundred thousand dollars, like we had received in the past on a preliminary engineering report from a different company.

Whitney River-Croley makes a motion to accept the quote/proposal from John Shomaker to help guide RW&SD on connecting the Tietjen well to our water system. Michael Croley seconded the motion. A vote is called for by the board chairman. All in favor say "Aye." The motion carries unanimously.

Next item on the agenda is to discuss and vote on hiring a company to clean the water holding tank in 2025. Which needs to be done every three years. The board asks who we used last year, and the secretary says we have a quote from Inland Potable Services Inc. for a cost of 3,250. The board remembers the operator saying that whichever company did it the last time, they did a good job. The secretary verifies that Inland Potable services completed it when it was done last time. The operator asked what was charged 3 years ago, the secretary only sees the tank inspection report, not what the company charged us at that time.

Michael Croley makes a motion to hire a company to clean the water holding tank in 2025 and spend up to \$4,000 to get it done. Blanche Clawson seconded the motion. Board chairman called for a vote, all in favor say "Aye." Motion carries unanimously.

Next item on the agenda is with Manning Accounting and consulting to go over FY24 agreed upon procedures audit results. Which was completed at the beginning of the meeting because that is when Manning Consulting joined the meeting online in google meets.

Next item on the agenda is the Executive Meeting to discuss hiring a lawyer for legal advice.

Whitney River-Croley makes a motion to exit the regular meeting to enter into an executive meeting. Michael Croley seconded the motion. All in favor said, "Aye." Motion passes unanimously.

Blanche Clawson made a motion to come back into a regular session/meeting. Whitney River Croley seconded the motion. All in favor said, "Aye." The motion passed unanimously.

The board discussed the hiring of a lawyer and RW&SD would like to ask John Shomaker if he has suggestions/ideas on lawyers to help RW&SD and the board will add those people to the list of names to consider and discuss. The board voted to look for and consider lawyers, but not to hire a specific one yet. Once we have more names, we can discuss it again in an executive meeting and possibly hire a lawyer at that future meeting.

Whitney River-Croley makes a motion to adjourn the April 8th, 2025, meeting at 8:27 pm. Michael Croley seconded the motion. All in favor said, "Aye." The motion passed unanimously.