

Board Chairman calls the Ramah Water and Sanitation District meeting to order on June 11<sup>th</sup>, 2024 at 7:12pm.

Present is Robert Montague, Blanche Clawson, Whitney Croley (River)

Absent is Michael Croley and Shawna Grassie

Blanche Clawson offers opening prayer

Robert Montague leads pledge of allegiance

Board chairman asks if everyone had a chance to read the meeting minutes from the previous meeting. He asks to ensure that in the minutes it was noted that when the board chairman changed the order of the agenda in the previous meeting that no other board members objected to the changes. It was written in the meeting minutes that no board member objected to the change in order of the agenda. Board members say they read over last month's minutes.

**Whitney Croley made a motion to accept the minutes from the May 2024 meeting. Blanche Clawson seconded the motion. Board chairman called for a vote, all in favor said "Aye" the motion passed unanimously.**

Operator's report. Update on DOT project. We bought 3 more culverts for the current DOT project. Operator talked to Jaime Lewis, who will be doing work for RW&SD on this project about starting to blade the road soon to get it ready. The operator mentions needing to call 811, to get Century Link to come out and mark their lines on the road, before we start the work. Board member brings up the rock wall on someone's property and whether that is near the right of way and whether it would interfere with drainage or water flow. Operator would need to talk to Jaime about the flow of the water/drainage and where they are placing the culverts. The operator says they replaced a bad metal section that was starting to fall apart (removed old metal and welded new metal) in a section of the sewage treatment area with new metal that Jodie Lewis gave to RW&SD. Now that section of 4 feet goes straight across and will work much better. Board member suggests possibly reimbursing community member for the metal that was donated to RW&SD. Board discusses putting it on the next month's agenda. The operator asked about ordering more smoke for the cemetery. We need to find out where we need to

order those from. The secretary will research and find out where we can order smoke bombs. The operator says the cylinders on the backhoe are leaking and asks Jodie Lewis is it best to take those cylinders to a professional shop or get a kit and do the work ourselves. Jodie says he did the cylinder on the right-hand side to get shipped off about 10 years ago, but only one side was approved to be done at that time. The operator's concern about sending off the cylinders to be worked on is not having a backhoe readily available if it is needed. Jodie shares there is a leak stop made by Lucas that you can add to the hydraulic fluid that sometimes helps.

The secretary says she didn't get the monthly summary and bank reconciliation completed yet, but the bank statements and check register are available for any board member to look at. Board chairman says that once that is completed to please let Shawna Grassie know, and she can come sign it. The secretary attended a workshop in Albuquerque this morning for writing and preparing the CCR (consumer confidence report). The workshop was very useful. The secretary got the rough draft of the CCR 2023 completed and emailed to the NM environmental department for approval. Once that is approved, she will adjust some wording in the report that she isn't able to edit in the CCR writing program. Once that is edited, she will email that to the board members and then post the CCR at the post office, in the district office and post a notice online of where customers can find that report. She will also place a note in the monthly bills for customers to know where to get a copy of the CCR. The secretary states that the Microsoft 365 subscription was in the previous secretary's personal email address. The secretary had to create a new subscription in the work email address. The secretary contacted the previous secretary and asked her to cancel that Microsoft account and send confirmation of the cancellation. The previous secretary had not yet sent confirmation of the cancellation. A board member to go to the bank and cancel that payment. Board chairman says he is going to Gallup the next day and can go to the bank to take care of that and asks secretary to print out something showing which transaction needs to be cancelled. The secretary updates progress on all funeral services. We have updated the company what plots are available in sections A, B and C. We are currently working on verifying plots that are available in sections D, E and F. Secretary has gotten

with operator to see which plots might not have enough room, and as soon as those sections are confirmed, secretary will send that information to all funeral services. The secretary and operator confirm that there were plots in section A that the fence line actually crosses and technically aren't available. Also, there are plots in sections G and E that the road crosses and technically won't be available. There is also an area that has many unmarked graves and so that part of that section will be considered unavailable.

Board Chairman moves issues on agenda concerning community member in attendance to the top of the agenda. No objections to changing the order of the agenda.

Jodie Lewis is requesting access through RW&SD's property to access his own property, when the ditch is flooded, he can't reach that part of his property. Board Chairman describes the area that is a right of way (road) that goes along the side of what RW&SD calls our park area that would be easy for Jodie Lewis to access his property. Jodie has said that if RW&SD allows him access through that road (right of way) that he would move the gate to the park area and improve that section of the road that RW&SD owns and that would benefit both him and RW&SD. Board chairman asks to entertain a motion.

**\*Whitney Croley makes a motion to approve allowing Jodie Lewis access through RW&SD's west side of the park property (road) right of way going North and South. Blanche Clawson seconds the motion. All in favor said "Aye". Motion carries unanimously.**

Another item on the agenda concerning Jodie Lewis and his business JRL is in reference to the curbs on the street in front of the business at JRL. Some customers of JRL do not see the curb there and when they back out, they drag or make contact with a part of their vehicle (radiator support) on the curb causing damage to their radiator. Jodie Lewis is asking if he can cut down or remove that part of the curb that is in front of his business and also the part of the curb that leads into one of the access points of his property (on the corner) so that he can access his property without driving over a curb. The board discusses and agrees that shouldn't create any issues with water flow there and they don't see a problem with cutting the curbs in those areas.

**\*Blanche Clawson makes a motion to let Jodie Lewis cut the curb down located in front of JRL business and the area in front of his gate entrance access at the corner of his property (also access to well). Whitney Croley seconds the motion. Board chairman called for a vote. All in favor said, “Aye”. Motion passes unanimously. No objections to adding cutting curb in front of access to well access/access to Jodie Lewis’s property on the corner to the previous motion of cutting the curb in front of JRL’s business.**

Board discusses quote for port o potties for Pioneer Day celebration on July 27th. The secretary got a quote from Gallup Pumping Services for renting 2 port-o-potties of \$287.55, if they are able to deliver the port-o-potties on a regular route. If they have to make a special trip to deliver and pick up the port-o-potties the cost would be twice as much.

**Whitney Croley makes a motion to reserve 2 port-o-potties from GPS for the Pioneer Day Celebration at the quoted price of \$287.55 to be delivered on the 24<sup>th</sup> of July and picked up on the July 31<sup>st</sup>. Blanche Clawson second the motions. All in favor say, “Aye”. Motion carries unanimously.**

Board chairman asks secretary to take care of reserving those port o potties the next day, because the sooner we can reserve them, the better.

The board discusses keeping the booth rental cost at \$10 per booth rental for the Pioneer Day celebration. The board discusses that as long as we make enough money to pay for port-o-potties and last year we put out trash cans to help keep the area clean and looking nice during the celebration. Board Chairman reminds the operator that we need to clean the curbs and that area to paint those numbers of the booths on the curb. Board member discusses beautifying Ramah in preparation for the Pioneer Day Celebration. We can put a note on the bill asking customers to remove vehicles, trailers and etc. out of the right of way area so that we can mow the right of way before the pioneer day celebration. Board members suggest possibly giving prizes for the most improved yard or some kind of incentive for beautifying the area. Board chairman reminds board that we aren’t able to give away prizes, because we are a political entity. In the past there were some issues with board members not following the regulations. Board members are trying to find some ways to help give incentives to get customers to clean up the area. Board chairman

mentions the leak of piping that is the Ramah Valley Acequia's responsibility, and could we send a letter asking them to repair that leak, because where it is leaking it creates a muddy area where there would be booths set up for the pioneer day celebration. It also could create problems with maintaining the road next to the leak. It is discussed who owns the land where the leak is located and who is ultimately responsible for repairing the leak. Dean Bond hasn't repaired the leak. He dug a ditch for the flow but didn't repair the leak. The area is leaking just off of North Bloomfield in the area of Joe Bond's house that Dean Bond now owns. The board discusses whether they need a vote to send out a letter to the Acequia asking them to repair the leak. Board members discuss there doesn't need to be a vote for the board to send a letter, but everyone on the board needs to know before a letter is sent out on the board's behalf. The secretary could type up the letter and send it to the board members saying this is the letter we discussed sending to the Acequia asking them to repair the leaks of their piping and then the Board Chairman could sign the letter before it gets sent out. The secretary asks to verify whether the letter is supposed to be sent to the Ramah Valley Acequia or Ramah Land and Irrigation. Operator verifies that Ramah Valley Acequia is responsible for the pipes, Ramah Land and Irrigation is responsible for Ramah Lake.

The Board confirms to keep booth rental at \$10 per booth for the pioneer day celebration, so there doesn't need to be a vote concerning that matter.

The next item on the agenda is replacing/rebuilding the stairs and the ramp to the district office. Board chairman and operator discussed using Trex decking for the ramp, so that it lasts longer. Board members and operator discuss how much it would cost to replace the stairs and ramp. One person suggests it would cost at least \$1,500. Another board member suggests allowing \$2,000 to rebuild.

**Whitney Croley makes a motion to spend up to \$2,000 redoing the steps and ramp at the district office, so that we no longer have rotted wood issues. Blanche Clawson seconds the motion. Board chairman calls for a vote. All in favor said, "Aye". The motion passes unanimously.**

The board discusses the next item on the agenda as far as renting a mulcher and mulching the limbs and brush that are in the “park” area and what to do with that mulch. Board chairman suggests getting a bid from a local business owner, Paul Spencer, as to how much he would charge for mulching the whole amount. Renting a large mulcher/woodchipper from equipment share would cost approximately \$1,587.35 for a week if we went to pick it up. If we have it delivered the rental for the week would cost \$2,545.85. The secretary says she called Paul spencer to ask him for a quote of how much he would charge to mulch all of the branches and limbs currently in the “park” area. Board member asks does the board need to wait to get that bid before they can vote on the matter or can they vote to take the cheaper option. The operator mentions that we would need to pay at least 2 people running the mulcher for a week as well as the cost of renting the woodchipper. It would probably cost RW&SD about \$2,500 for us to rent the chipper and pay 2 workers to run the chipper for a week. Board discusses leaving the wood chips in the park area. A Board member discusses wanting to look into possibly setting up a playground in the park area. The board suggests needing to check with the insurance company to get an idea of how much the insurance would cost if we were to get liability insuarance covering a playground and that could be discussed at the next meeting. Board members discussed that the operator is starting on the DOT project, and we should consider time management as well as costs as far as deciding on whether we do the work ourselves or hire someone else to do it. Board discusses setting a specific threshold if Paul Spencer’s bid/quote is under \$4,000 that we could save our operator’s time by hiring Paul spencer to the work.

**Whitney Croley makes a motion that RW&SD ask for a bid with Paul Spencer’s business for mulching the limbs in the “park” area, if Paul Spencer’s quote/bid is less than \$4,000 then we hire his company to mulch the limbs in the “park” area, if his bid is higher than \$4,000 then RW&SD will rent a woodchipper and pay workers to do the work ourselves. Blanche Clawson seconds the motion. Board Chairman calls for a vote. All in favor said, “aye”. Motion passes unanimously.**

Board discusses Ramah beautification idea on the agenda. There is discussion that since we couldn’t give a prize, we could put a sign in

someone's yard that they got best yard of the month or something similar. Board members suggest different ideas for helping customers clean up their yards. Concerns from visitors communicated to board members about how much trash is in town. Concern from the board about the leaking irrigation pipes in town and whether those will get repaired. Whitney Croley suggests possibly offering customers that live in Ramah half price trash day to help incentivize cleaning up the community. The board discusses that when we offer a service to the community, we are offering it to the public (whether they live in Ramah or not) if we offer the service, we need to offer it to everyone. The board talks about bringing out (renting) a second dumpster and telling everyone it's available for dumping trash other than household trash and charge \$10 per truck and allowing the public to use that service for about 2 months. The secretary would need to contact NWNMSRWA and see how much they would charge us to bring out another dumpster for us to use. Board discusses can we have a vote on getting a second dumpster for 2 months. The board would like to keep track of the amount of money collected during those two months.

**Whitney Croley makes a motion to get 2 dumpsters for the summer months to have a clean-up/beautification of the Ramah Valley, dumpsters being filled one at a time at \$10 per truck load. Blanche Clawson seconds the motion. All in favor said, "aye". The motion passed unanimously.** One dumpster would be for regular household trash and one dumpster would be for yard trash and building trash only.

Board discusses updating cemetery rules and regulations. Board members suggest that we need to get the old flowers in the cemetery cleaned up. One board member suggests that flowers be on graves for 10 days past the funeral. Other board members discuss that family members would probably like mementos and flowers to be left on the graves for longer than 10 days. Board members suggest cleaning up the cemetery quarterly. At times there are family members that like to place flowers on graves on the anniversary of their passing, for example. The Board suggests announcing that a quarterly clean up of the cemetery would be put in the monthly bills and post that notice at the post office. The board suggests saying the last day of the month on the quarterly months, such as March 31<sup>st</sup>, June 30<sup>th</sup>, September 30<sup>th</sup>, December



31<sup>st</sup> be clean up days for the cemetery. Board talks about how bad the prairie dog holes are out at the cemetery. The secretary can call and find out where we can order the smoke to get rid of the prairie dogs. The board discusses whether at some point we could improve the roads in the cemetery area with a DOT project. Board discusses taking the map out to the cemetery with them and indicating on the map what plots are actually available and where the road goes as to whether the road goes “over” plots shown available. Board Chairman mentions that the warrantied deed for the land the Merrill’s exchanged for cemetery plots to increase the cemetery area is still not settled, because the lawyer wrote up the warranty deed exactly how the surveyor indicated and in that description the county says it includes state land. So, the county isn’t willing to okay the warrantied deed with the current description that is on the warrantied deed. Board chairman will need to get with the surveyor to clarify that information.

Board Chairman asks if everyone has a copy of the Water trust board award letter. RW&SD got a planning grant for \$440,000 from the water trust board. There are certain parameters we need to meet before we can actually receive those funds. Board chairman says he will need to talk to Angelina about whether we need a fiscal manager. The secretary asks for clarification if we get a fiscal manager does the fiscal manger decide which engineering company is hired to do the work of the planning for the water system. The secretary suggests there are probably companies in Albuquerque that are better equipped to handle a large engineering planning project such as this one, concern is with the previous engineering company we hired for a PER and that company not providing the PER when they had previously stated it would be ready. RW&SD needs to consider that we have deadlines we have to meet when we get money from the Water Trust Board. The board has to consider the readiness to proceed items. The secretary would like clarification as to what on the list of readiness items needs to be submitted by RW&SD. The planning engineering expires after a certain period of time, so RW&SD needs to consider the timelines for all of our requirements. Board discusses making improvements to the water system in increments/phases. We would take the plans and then decide what RW&SD wants to complete in phases. Board members discussed whether we could dig our wells deeper or should we



connect a different well to the water supply. These areas would be part of the planning process. The state requires if you dig a new well and connect it to the system, the state requires chlorinating the water and that would be a consideration for RW&SD. Maybe replacing the casings would increase the quality of the water. Board Chairman will talk to Angelina (COG) as whether we will have to have a fiscal agent and if so then we will put it on next month's agenda because the Board chairman would need approval from the board to go to speak with the county.

Secretary asks did their need to be a vote from the board about the cemetery clean up rules of cleaning up quarterly. Board Chairman verifies if the board changes the rules or regulations concerning the cemetery that there does need to be a vote.

**Blanche Clawson makes a motion that we change the policy that the flowers and decorations at the cemetery to be cleaned up quarterly. Whitney Croley seconds the motion. Call for a vote. Motion passes unanimously.**

Board Chairman entertains a motion to adjourn the meeting.

**Whitney Croley makes a motion to adjourn the June 2024 board meeting at 8:41pm. Blanche Clawson seconds the motion. Motion to adjourn carries unanimously.**