

TRANQUILLO PINES MUTUAL DOMESTIC WATER CONSUMER ASSOCIATION
10 BOBOLINK LANE
TIJERAS, NM 87059
(505) 281-3668

Minutes of the Board of Directors meeting held October 16, 2025, at 6 pm located at the First Baptist Church in Tijeras, NM

Meeting called to order at 6:01 pm by Board President Gary Ashcraft

Board members present: Board President Gary Ashcraft, Manager Board member Carl Walker, Board member Chuck Davidson, Board member Harvey Peel

19 members present including the four Board members

September Board meeting minutes were read by President Gary Ashcraft and approved by all in favor

Bank Reconciliation Aug 31, 2025

September total revenue is \$42,150, down from \$46,394 in August

Past due accounts have increased to \$13,025

Total Fixed cost is within range at \$12,250

Contractor repairs have increased to \$16,087 from \$5,489 in August

Water haul is down to \$14,654 last month it was \$21,138, we are over the water haul budget by \$18,535

We spent \$3,338 on parts and equipment

For the month our Net Revenue is -\$6,349 due to significant repair and parts cost on Peacock Ln.

There is a request from the membership to create an easier to read format.

Volunteer hours need to be accounted for.

There were charts of the overall picture of the finances and charts focused on water haul

Manager's Report

Chuck and I attended the New Mexico Water Board Trust Fund board meeting in support of Karen Perez, our representative with Horrocks Engineering, as she presented our application for \$1.5 million to reach the executive order placed upon us by the NMED to remedy our Floride violation. This went well and we hope to hear good news the end of October.

I completed the Water Tech Level1 certification on October 6.

Locks on fire hydrants appears to have stopped water theft

Billing cards, our billing software has 2 options in printing statements. 1) the cards we have now 2) full page billing statements. More cost and time with full page statements. Staying with cards.

Maintenance and repairs

9/19-10 Mockingbird Hill Rd. PRV installed backwards during meter switch out removed and put in correctly

9/22- 9 Kreamer member side leak repair, 43 Kuhn member side leak, notified and repaired

9/23 to 24-remove dirt pile on Kreamer Rd and used it to top off work sites on Kreamer, 19 Big Dipper. Back fill repair hole at well #6. We stored the excess at well house number 7.

9/25- repair tank road

9/30- attended Water Finance Exchange with Chuck

Support Gary, Guy, Rush and Plumbing Express on the excavation and clean up on Peacock leak search.

Tank Maintenance and Levels

Water Hauling down to 3-4 loads per week cost down \$1293 to \$1724 per week

Filling tank 4 at one load (4000) per week

Utility Service Group (USG) our tank maintenance contractor sent a final report on the site visit last month.

No immediate repairs need to be done. Several areas of concern were identified and are on a watch list.

Pump Log

Well depths were read 10/2/2025

Go to web site for details tpwuc.net Forms and Reports

Well 9 is in need of treatment to clear out iron bacteria. Some time in the next 2 weeks.

Accounts in Arrears

Identified 12 accounts 60 days overdue. Sent certified letters stating they are in danger of having their membership recalled and losing their meter. The following are example situations up for recall.

Number one looks to be an abandoned house

Number two is member that disappears

Number three is high user member that has had a leak. They have a history of not paying their bill

Reports of Officers and Committees

Gary described how leak detection is accomplished via isolation tests of pipelines between valves and monitoring the pressure on the section of pipeline under test. If a pressure test indicates a leak, we'll shut down that section of pipeline and monitor the tank levels overnight to gauge its size and whether it's worth fixing. If it is significant, we'll try to isolate it further, but this often requires that we dig up the pipeline and insert pressure test gauges and/or a valve. Once we've isolated it as far as we can with these methods, we call in Dr. Bill Miller to measure continuity along the pipeline. (Wet areas are more conductive.) The data he gathers guides our next decision to isolate it further or start digging. We also have Guy Hanna dows the pipeline looking for leaks. He's pin-pointed at least two that coincided with Bill's data.

These systematic pressure tests, throughout the system, take a lot of time and hard work, but they are the only method that has provided significant results. We have found two major leaks this summer and we think we have narrowed down a third to a 20-foot section of pipe that we were going to dig today but it didn't work out. We have about three miles of pipeline left to test and we have tested 16 miles so far.

Gary mentioned that we are probably the only water system that has three PHD physicists helping with this process and we owe them a debt of gratitude. They are Dr. William Miller, Dr. Rush Robinett, and Dr. Jack Sanders-Reed.

Unfinished Business

Still looking for Operator/Manager in training

PER is in progress with Horrocks Engineering. They are working on an Corrective Action Plan to satisfy the New Mexico Environmental Department's Administrative Compliance Order.

Status of grants from Water Project Fund Technical Assistance Program. We were approved for two TAP grants. One for a PER, when we requested help with leak detection, and one for doing a financial audit readiness review, when we asked that an audit be performed. We accepted the grant for the financial review but declined the grant for the PER since we are already pursuing the PER with a grant from SWEFC.

The high levels of fluoride in the water are a health issue. This is the number one priority in the PER that Horrocks is working on. Gary applied for the Water Trust Board funding to meet the September 11th deadline and prepared a waiver request since the PER wasn't ready yet. The waiver request was defended by Karen Perez, our professional engineer and project lead from Horrocks, at the meeting of the Water Trust

Board and our wavier was approved. We will continue to look for other funding sources, especially since this funding will not be available until September 2025.

We are still searching for an Operator 2 for the system

Meter can insulation packets we have enough material for making 80 units. These are being placed in the meter cans now. We will hold off on making any more units for now.

New Business

Non-paying members, at 60 days a notice goes out to the member. 90 days a disconnect notice goes to the member. This policy is established.

Pablo H. Padilla Jr. was introduced as our attorney. Pablo introduced himself to the membership and we welcomed him to assist our Association. A Terms of Engagement letter from Mr. Padilla was agreed upon and signed, with Pablo's first assignment to help us clarify the process to follow for delinquent accounts including membership recall and placing a lien on property.

Mr. Padilla suggested we take a look at what insurance we are carrying. Some of it may not be necessary.

Gary introduced 2 members that have been of great help to the Association, Rush Robinet and Rob Salazar

Fee reduction on the water hauling was agreed on. Dropping Water haul fees from 150% to 100% of base water charges.

Meeting adjourned at 8:15 pm

Transfers: Landon Ryan to Jennifer Brennemann Acct 167