

August 10, 2010
Board meeting minutes

Board members present: Judy Kilburg, Barbara Van Ruyckevelt, Kent Wolford, Sabine Shurter, Suzanne Star, Jeff Erickson.

Board members absent: Laurie Lauer

Guests: Jan Studebaker

Kilburg motioned to accept the July Special Meeting minutes. Erickson seconded. Special meeting minutes approved.

Wolford motioned to accept the July Board minutes. Van Ruyckevelt seconded. July minutes approved.

Parks: No Report

Architectural Report: Van Ruyckevelt stated that a request to install an outside pellet stove was approved. She reported that there was a resident complaining about an outside light being left on by a neighbor. Van Ruyckevelt will contact the offender and will write a letter if needed.

Treasurer Report: Star gave the report from CRA's financial statement in Lauer's absence. The Association has \$45,287.79 in Operating Cash, \$20,706.51 in Reserves, total of \$65,994.30 at NM Bank in Trust and LANB account has \$27,051.25).

The board discussed the handling of delinquencies over 90 days. Shurter motioned and Kilburg seconded that we follow the bylaw policy and send a 2 week disconnect letter to all members that are delinquent by 90 days and that a \$50 reconnect charge be initiated. All approved.

There was Board discussion regarding switching from a monthly to a yearly payment. It was stated that there is no provision in the bylaws that the board has to offer this type of financing plan. The monthly payment was established as a courtesy to the membership in the event that any special assessment passed. Star motioned, Wolford seconded that we revert back to annual dues paid in full in January. All approved.

New Management Proposal: Star and Shurter suggested that the Board consider changing management. They have met with Yvonne Dickey-Folks who runs the Jemez Mutual Domestic Water Coop and were impressed with her capabilities and the fact that she is local. They will invite her to the next board meeting (Sept 14) to meet with the new board and have her discuss her services and costs and answer questions. The suggestion met with board approval.

Household Meter Loan: Star suggested that NMED has informed us that we have finally made the fundable priority list for a Drinking Water Revolving loan for household meters. The loan is for \$250,000, 3% payable over 20 years. She suggested that in lieu of the failed special assessment which may have indicated the difficult economic times for many members, that the board consider this as an alternative option for funds to install household meters as specified in the Nathanson's engineering report. She asked for board support to allow NMED to submit the SLP application to NMFA to continue moving the process forward.

A ten year budget projection was constructed and reviewed. Discussion concurred that the budget could support the debt service, and that this loan would provide for a basic improvement called for in Nathanson's Phase One Report and move us forward with our water system improvement plan.

Wolford motioned and Kilburg seconded that the Board approve moving ahead with the NMED loan application and if NMFA approves SLP for the household meter loan, that the Board obtain/secure the loan for the association. Unanimously approved.

Annual Meeting: Erickson stated that he will invite CRA to the Sept 11 Annual meeting. Kilburg will work on the letter and ballot. Wolford offered his assistance to put together the election mailing. It was agreed that a newsletter be included in the election notification mailing. Star offered to construct it.

Erickson also stated that any member who works at LANL is eligible for a donation from LANL to the association for volunteer work. He estimated his work was worth approximately \$100 and will have a check sent to CRA.

Roads: Kilburg has a call into Meskimen for some dirt for road work maintenance. She suggested that due to plugged culverts and slash being thrown into the ditches that the faulty drainage was creating more damage on some roads. It was suggested that we remind members that they need to keep their culverts and ditches clean which will help reduce road erosion damage.

Firewise: Erickson asked if we were going to plan another chipper day. The general consensus was that Ann Cooke was the initiator behind this activity and that she might be able to continue this effort. Studebaker commented that the Forest Service may no longer offer free chipper days at the fire station.

Water Operator Report: Star read Spencer's report and submits it as part of the minutes.

Water System: Shurter presented information received from HGS Well Drilling Services regarding rehabbing the Hovenweep well. Discussion concurred that monies from the water budget and reserves could finance this effort and that it was a fraction of the cost of drilling new. The Board approved to move ahead with the rehab.

Meeting adjourned 10pm.

SLPPOA - Water System Analysis

Current Situation

Here is a brief summary of the current situation.

Main Distribution Lines

Currently the main distribution lines have been found to be holding with the possibility of smaller leaks. With old glue joints, high pressures, and drastic changes in elevation, the main lines will more than likely have issues in the future. In the past most operators focused on the mainlines and have fixed all major breaks that have been found.

Major breaks in the line will first be detected by a sudden drop in the tanks. In order to find the break isolation tests and pressure tests can be used followed by visual detection. Could take days to find the break if water doesn't surface because of the pumice. Also other ways to find the leak are gas testing, which can be pricey.

Household lines

Majority of homes have been found to be leaking in some fashion. Over 30 homes have been tested throughout both systems and only 2-3 homes were found to have no leakage at all. There have been 10 homes that have had considerable leakage. Home owners have been notified. The rest of the homes had some form of leakage that could be detected, but the leak rate was so small that they were put on hold until more major leaks have been found.

In order to find a leak isolation tests, pressure tests, and a sound amplifier can be used to detect major leaks. To find minor leaks a pressure test can be conducted if a shut off valve is accessible. It could take up to 80+ hours to find a specific household leak. That would entail spending 30 mins at each home doing tests and investigation. Without quarterly detection, leaks can go undetected for years.

Storage Tanks

The storage tanks on both systems are still in good working condition. The tanks can hold enough water to maintain the system for a short period of time, more than likely less than a day. The system should have more storage and new storage in Unit 3 would help alleviate unit 3 from never having water when the system goes down.

Wells and Pump Houses

System 1 and System 2 have both been switched to Sodium Hypochlorite and system 2 seems to be doing fine, but system 1 still needs adjustment and possible a new pump. The Aspen Grove pump house has a leak in the manifold. One of the adapters split because of over tightening. This will be fixed soon by the beginning of next week. This leak is about 1/8 of a gallon per minute.

Hoven weep currently is down and an inspection of the well was performed. The overall condition of the well is in good shape. A recent conversation with Moya drilling has opened a new option of acid washing the casing to clear out the slots, to improve recovery, and rebuilding the old pump to restore the well. The estimate of this was \$1,800.

Tools

We have acquired a few tools to help us find and locate leaks, but it is a learning process to be able to pinpoint a leak. These are tools we have acquired over the year.

Sound Amplifier

This device was found in the shed. We had to fix it up to get it running but now it is operational and a major tool in finding leaks. This tool is used by shoving a long rod in the ground and listening to the sounds underground. The closer to the pipe the better you can hear. Small leaks are still barely detectable but larger leaks can be pinpointed. This tool can be used to test home owners shutoff valve and see if the home has a moderate to major leak.

Pressure Logger

This was recently purchased and has been tested twice now, but no official testing completed yet. Within the next couple of weeks isolation tests will be done using this device. How does it work? The pressure logger takes a reading every few seconds or minutes and records it. You are able to see pressure drops in the system, which indicate a leak, over a period of time. Once the pressure levels off you have can calculate the elevation of leak from your test point. You must use the lowest section of line in the area you are testing. It is possible to see different rates of pressure drops indicating multiple leaks. This testing can get you close to the location of the leak.

Witching Rods

Witching rods are 2 metal rods bent in an L shape that when properly used can detect lines running underground. I can't explain how they work, well because it is magic. Problem with these is that they can pickup electrical lines, phone lines, overhead power lines, or any other straight round object in the ground.

Progress

Leak Detection and Repair

Currently about 30-40% of system 1 has been looked over for leaks and about 10-15% of system 2 has been analyzed. Majority of the leaks are on the home owners side with the expectation that many more will be found. About 50% of the home owners that have been notified have been fixed.

Radio Frequency Pump Controls

The RF system has been installed on system 2 and is almost done on system 1. System 2 has been maintaining a constant tank level without any adjustment. Once system 1 is connected fear of the tanks overflowing or running dry should be minimal.

Planning

What lies ahead?

Maintenance Program

I am currently working on a scheduled program for isolation tests, household inspections, and valve exercising. Regular isolation tests and household tests are going to be the only way to find leaks as they happen. You cannot rely on visual inspections and must at least pressure test.

Water Operators Manual

I am currently putting together a water operation manual. This manual will have all the information about the water system and how to run it. The manual will have all the equipment specs, household specs, and maps about the system. It is modeled after other common water operation manuals. This document will be both electronic and paper copy.

Improvements to the System

There are several things that need to be added to the system to improve the system. Most of them are very costly but would benefit the system. These are things to think about for the future when funds become available.

- Extra Storage Tanks
- PRV
- New Mainline Run from unit 1 to unit 3
- Flush Valves
- Merge Systems w use of a Elevation valve
- Household Meters
- Standard Lot Connection from Mainline
- New Isolation Valves