

**Overlook Water Co-Op Board Meeting Minutes**  
**18 April 2024**

Board members in attendance:

- Dwight Bozarth, President
- Gary Zedalis, Vice-President
- Steve Work, Treasurer
- Richard Hogle, Member-at-Large
- John Fischer, Secretary

Non-Board member attendees:

- Hilde Penhallurick, Overlook Water Cooperative (OLWC) Bookkeeper

Meeting Location: Placitas Community Library

1. Meeting called to order by Dwight Bozarth, quorum verified, and agenda topics (attachment 1) presented.
2. Minutes from 19 February 2024 board meeting read, accepted without revision, and entered into the record (attachment 2).
3. Board questioned the availability of February and March JnJ reports. Dwight B. to inquire regarding status.
4. There have been three water leaks resulting in large bills to residents. Each has been amicably resolved.
5. Available operating water co-op funds as of the end of March are approximately \$54.1k.
6. A proposed spending plan will be developed upon agreement of necessary water system maintenance actions resulting from this meeting.
7. The Board decided to request JnJ test the fire hydrants upon presentation and approval of a plan for work to be accomplished.
8. Decision was made to remain with the existing chlorine tank and setup for the next several months. No actions other than to be cognizant of chlorine results to ensure compliance with state regulations.
9. Board approved Steve W. to order a new enclosure for Well 1 control system. Approval for installation operation remains an open action.
10. JnJ will be asked to evaluate existing system Pressure Regulation Valves (PRV) and propose maintenance plan with costs to the Board.
11. Options discussed for overhaul of the North pump.
12. The Board discussed options for Block 3 lot owners regarding their water supply options. They can a) buy into OWC for \$5k followed by their assumption of costs for excavation, laying of water line and connection, or b) the lot owner can choose to obtain their own water supply, such as hauling or drilling.
13. There was an extensive and detailed engineering discussion regarding the known corrosion of the pipes emanating from the tanks leading into the pumphouse, especially

the East tank. Options for addressing this problem will be developed and presented to the Board for consideration by Gary Z. and Steve W.

14. Next meeting is to be planned for June dependent upon availability of essential board members.

15. Meeting was adjourned.

Attachments as stated.

### **Attachment 1**

#### **Meeting Agenda for 18 Apr 2024 of the Overlook Water Co-Op Inc.**

Call to order, verify having a quorum.

Motion to approve start of meeting, with move to 2<sup>nd</sup> that motion.

Meeting Objective(s): Review accomplishments so far in 2024 and do short and mid term look ahead

#### Old Business

Approval of prior meeting's minutes

Dwight review of 2024 work to date

JnJ had electrician swap pump lead/follow

JnJ installed new N pump

#### Financials

Operator's report (Happenings) John to read Jacob's Feb and Mar submittal.

Other

81 Overlook consumption was resolved but paid?

124 Overlook consumption was resolved but paid?

Camacho at 5 Six Range Point, resolved? Paid?

#### New Business

Plans

Dwight

Have fire hydrants checked by JnJ

Get Steve's info for chlorine tank replacement and system schematic

Get Steve's info for W1 larger panel enclosure and W2 45 amp breaker removal

New PRV near 124 Overlook

Raising rates or levy

Should we get old N pump overhauled

Other business

timing of next meeting  
other

Motion to adjourn with 2nd

## **Attachment 2**

### **Overlook Water Co-Op Board Meeting Minutes 19 February 2024**

Board members in attendance:

- Dwight Bozarth, President
- Gary Zedalis, Vice-President
- Steve Work, Treasurer
- Richard Hogle, Member-at-Large
- John Fischer, Secretary

Non-Board member attendees:

- Hilde Penhallurick, Overlook Water Cooperative (OLWC) Bookkeeper
- Jerry Peterson, Overlook Homeowners Association (HOA) President

Meeting Location: Placitas Community Library

16. Meeting called to order by Dwight Bozarth, quorum verified, and agenda topics (attachment 1) presented.
17. Minutes from 23 January 2024 board meeting read, accepted without revision, and entered into the record.
18. Hilde P. reviewed financial status of the water co-op. Small deficit noted during winter months due to low usage. Discussion of raising customer rates to ensure positive income year round. No decision on this proposed action other than to revisit soon after board review of Attachment 2 and 'Prioritized Vote Tally' (included herein).
19. Major system water leak detection device discussed. No decision made; further investigation of options will be pursued.
  - a. Two homes experienced major leaks during the month of January. Owners were informed will follow-up actions in progress.
20. Discussion of well-to-storage tank signal lines due to risk of only a single copper wire pair in operational status. Wireless communication device options are being considered.
21. Maintenance/repair/replacement list (attachment 2) discussed at length. The existing water system is 30+ years old and is significant risk of failure if actions are not taken to address highest risk components.
22. Tentative list of actions per board member recommendations:

Gary:

- 1- Chlorine tank and system
- 2- PRV fixes
- 3- raise rates

Steve:

- 1- Flip master/slave of Distribution pumps
- 2- get enclosure for W1 and for W2 remove the 45 amp breaker
- 3- Chlorine tank and system
- 4- VFD skid
- 5- plumbing upgrade in pumphouse, to PVC and better attributes

Richard:

- 1- Chlorine tank and system
- 2- flip master/slave of Dist pumps
- 3- fix feed lines from tanks
- 4- VFD skid (added as item 17 to John's list)
- 5- get enclosure for W1 and for W2 remove the 45 amp breaker

John:

- 1-update files and records and their accessibility
- 2- Distribution pumps work too much and too hard
- 3- Address leaks/corrosion in pumphouse pipe system

Dwight:

- 1- Flip master/slave of Distribution pumps
- 2- Chlorine tank and system
- 3- fix feed lines from tanks
- 4- get enclosure for W1 and for W2 remove the 45 amp breaker
- 5- get research done on backup water call connection for W1 (backup, then become primary replacing last 2 wires working)

Hilde:

1. Dwight get meeting minutes and take them to USBank so he signs up as 2nd signer on checks, and make sure they have Richard as backup as needed.

A motion was made and approved for the following people to have authority over Cooperative bank and other financial accounts to include online access, check signing, funds transfer, make deposits, view statements and transaction history, and open/close accounts:

- Dwight Bozarth,
- Stephen Work, and
- Richard Hogle.

The prioritized vote tally from the 5 board members results:

4 votes for - Chlorine tank and system upgrade (item 1 attachment 2)

3 votes for-

- Master/slave (item 7 on attachment 2)
- W1 larger enclosure and W2 45 amp breaker removal (item 16 on attachment 2)
- going to sled of 2 VFD pumps (item 17 on attachment 2)

2 votes for stopping the corrosion in the feed lines from the tanks.

1 vote each for-

- PRV fixes
- raising rates
- plumbing upgrade
- update files and records
- getting rid of leaks/corrosion
- research on backup to last 2 wires for water call

23. Meeting adjourned.

Attachments as stated.