



Doña Ana Mutual Domestic Water Consumers Association
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The following are the minutes of the Regular Board Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, March 1, 2018 convened at 9:00 A.M. in the Doña Ana Mutual Domestic Water Consumers Association Board Room located at 5535 Ledesma Dr., Las Cruces, NM 88007:

Call to Order & Roll Call

President Melton called the meeting to order at 9:00 a.m. and called roll:

Vice President – Jamie Stull, Excused Absence

Secretary/Treasurer – Dr. Kurt Anderson, Present

Board Member – Tod Roberts, Present

A Quorum was declared

Others in Attendance:

Executive Director – Jennifer Horton

Legal Counsel – Joshua Smith

Community Members – Janet and Rafael Martinez, Nancy Simmons

Approval of Agenda

Dr. Anderson moved to approve the agenda for the March 1, 2018 Regular Board Meeting as presented; the motion was seconded by Mr. Roberts. The Chair called for discussion of the motion. Executive Director Jennifer Horton requested we remove Item 6, Approval of Resolution 2018-05 FY2018 Budget Adjustment. Dr. Anderson amended his motion to reflect the removal of Item 6. Mr. Roberts seconded the amended motion. The Chair called for a vote on the motion. The motion carried by roll call vote 3-0.

Minutes

Dr. Anderson moved to approve the Special Board Meeting Minutes of January 30, 2018 as presented; the motion was seconded by Mr. Roberts. The Chair called for discussion of the motion; none was brought forward. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

Dr. Anderson moved to approve the Regular Board Meeting Minutes of February 1, 2018 as presented; the motion was seconded by Mr. Roberts. The Chair called for discussion of the motion. Dr. Anderson requested a few grammatical updates on page 2 under minutes and new members and meters. Mr. Melton requested transparency under customer issues by replacing 'angle valve' with 'shut off valve'. The Chair called for a vote on the modified minutes; the motion carried by roll call vote 3-0.

Dr. Anderson moved to approve the Special Board Meeting Minutes of February 19, 2018 as presented; the motion was seconded by Mr. Roberts. The Chair called for discussion of the motion; none was brought forward. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

New Members & New Meters

Dr. Anderson moved to approve the New Members and New Meters list as presented; the motion was seconded by Mr. Roberts. The Chair called for discussion of the motion. Executive Director Jennifer Horton advised we have fourteen (14) names on the list; all are new members. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

Customer Issues and Public Input

Mr. Rafael Martinez presented to the Board a request to have his leak adjusted. The connection part on his property had a hole in the metal, which caused a severe leak for close to 6 weeks. The leak occurred prior to the effective date of our new leak insurance policy. Mr. Martinez acknowledged the leak occurred on his side of the meter, however this is prior to the shut off valve on his property. Mr. Martinez originally thought this was a part the Association had installed. Ms. Horton advised she has spoken with staff and this is the fitting that starts the connection on a customers side of the meter. Mr. Melton empathized with the difficult situation Mr. Martinez is experiencing, however we cannot adjust any water usage. Mr. Martinez was offered our standard payment plan.

Board President Report

Mr. Melton passed out an email addressed to the Board of Directors from Mr. Johnson who is requesting the Association provide a point of contact and periodic input to the Coronado Ridge HOA Newsletter. Mr. Melton requested the Board review the email and evaluate to be able to discuss in Open Session or in our next Regular Board Meeting.

Staff Reports

Ms. Horton introduced three members of Staff to the Board of Directors. Mr. Chris Morales and Mr. Joe Martinez from Operations, and Ms. Margo Lopez, our Administration Specialist. Ms. Lopez has begun a new training program to assist our operators with leveling up in their certifications. Mr. Morales and Mr. Martinez recently passed their Level 2 Water Certifications after participating in our new training program. Ms. Horton and the Board of Directors commended our Staff on their hard work. Mr. Melton also commended Ms. Horton on passing her Level 4 Water Certification. Mr. Martinez thanked Ms. Horton and Ms. Lopez for their hard work.

New Business

None

Unfinished Business

Dr. Anderson moved to approve the Award of Asphalt Repairs; the motion was seconded by Mr. Roberts. The Chair called for discussion of the motion. Ms. Horton advised this is retroactive as we needed to move forward on these repairs after our line break on El Camino Real. The three written quotes are attached with Crosstown Construction being the low bidder. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

Dr. Anderson moved to approve the Appointment for the District 3 Vacancy; the motion was seconded by Mr. Roberts. The Chair called for discussion of the motion. Ms. Horton advised she has been out sick and was not able to reach Mr. Hortert in time for today's meeting. Mr. Roberts and Dr. Anderson expressed their pleasure in our new District 3 Representative. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

Closed Session

Dr. Anderson moved to enter closed session at 9:48 a.m.; the motion was seconded by Mr. Roberts. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

As authorized by the Open Meetings Act, New Mexico Statutes Annotated, Section 10-15-1, Subsections H (2), H (7) and H (8), the following portion of the Board Meeting will be conducted in closed session:

1. Litigation and Threatened Litigation

- a. Discussion of Fort Selden Water Rights Application with the OSE

Take action, if any, on Closed Session Items

At 10:00 a.m. Dr. Anderson moved to exit Closed Session and enter back into Open Session; Mr. Roberts seconded the motion. The Chair called for discussion of the motion. The Chair called for a vote on the motion; the motion carried by roll call 3-0.

At 10:01 a.m. Mr. Melton stated as authorized by the Open Meetings Act, New Mexico Statutes Annotated, Section 10-15-1, Subsections H (2), H (7) and H (8), the following portion of the Board Meeting was conducted in closed session:

1. Litigation and Threatened Litigation

- a. Discussion of Fort Selden Water Rights Application with the OSE

Mr. Melton advised as a result of the discussion held in Closed Session we do need to take action. Mr. Roberts moved to appeal the action from the OSE concerning the water rights in the Fort Selden portion of the Association system. Dr. Anderson seconded the motion. No further discussion was brought forward. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

Open Discussion

Mr. Roberts advised he has an upcoming meeting with the Picacho Hills Property Owners Association in his District. He has a chart of potential projects and maintenance in Picacho Hills and wanted to discuss the order of priority on the items he has listed. Ms. Horton assisted with guiding Mr. Roberts through his itemization. We are quickly approaching the bid time for our wastewater treatment plant upgrades; which is funded. Many of the sewer items listed do have funding available at this time. Ms. Horton

advised well 16 is in the middle of maintenance, however a delay has occurred. Wells 11 and 15 are in the process of finalization. Mr. Roberts inquired about hydrant testing. Ms. Horton explained all hydrants in Picacho Hills do open and will flow water, however this is a maintenance that will become more of a priority once all our districts have access to fire flow. The only individuals who have authorized access to our hydrants and water system are Association staff.

Mr. Melton referred to the correspondence he passed out earlier regarding the Coronado Ridge Newsletter. The Board agreed that tasking our staff with attending individual Home Owner Associations is not a precedent we want to establish. Members are encouraged to visit our website or attend our Regular Board Meetings and the Annual Membership Meeting for continuous updates about the ongoing business as Dona Ana Water.

Ms. Horton approached the Board to confirm if we are going to remain open for Good Friday. The Board confirmed the Association will be open. Also, April 19th is a scheduled Regular Board Meeting, however the Board will be in Albuquerque at the Rural Water Conference. The April 19th Regular Board Meeting will be cancelled.

Adjournment

Dr. Anderson moved to adjourn at 10:49 a.m. with a second from Mr. Roberts. The Chair called for a vote on the motion. The motion carried by roll call vote 3-0.



Kurt Anderson
Secretary/ Treasurer

3/15/18
Date