



*Doña Ana Mutual Domestic Water Consumers Association*  
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Domestic Water Consumers Association Board of Directors, October 19, 2017 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, Present

Board Member – Dr. Kurt Anderson, Present

Board Member – Raymond Ponteri, Present

A Quorum was declared

### **Others in Attendance:**

Executive Director – Jennifer Horton

Legal Counsel – Joshua Smith

### **Approval of Agenda**

Dr. Anderson moved to approve the agenda for the October 19, 2017 Regular Board Meeting as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the motion, which carried by roll call vote 4-0.

## **Minutes**

Dr. Anderson moved to approve the Regular Board Meeting Minutes of October 5, 2017 as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion to which none was brought forward. The Chair called for a vote on the minutes; the motion carried by roll call vote 4-0.

Dr. Anderson moved to approve the Special Board Meeting Minutes of October 7, 2017 as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. No discussion was brought forward. The Chair called for a vote on the minutes; the motion carried by roll call vote 4-0.

## **New Members & New Meters**

Dr. Anderson moved to approve the New Members and New Meters list as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Executive Director Jennifer Horton advised we have twenty (20) names on the list; sixteen (16) are new members, and three (3) are new meters. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

## **Customer Issues and Public Input**

No Customer Input was brought forward

## **Board President Report**

Mr. Melton would like to thank the Board of Directors, Executive Director Jennifer Horton, and legal counsel Joshua Smith for accommodating the Special Board Meeting held on October 7, 2017 as he was not able to be present and had to utilize the phone conference feature.

## **Staff Reports**

Executive Director Jennifer Horton advised it has been a busy time for us as we began construction on Fairview Phase II. We must proceed with caution due to numerous existing utilities. In many cases we are having to enter yards as they are located in DOT right-of-way. We are progressing in establishing SCADA as several projects are finalized in the Picacho Hills area. We are close to obtaining permits for Via Norte and will be able to proceed to bidding soon. The last two easements needed for our Radium Springs project have been filed with construction beginning early 2018.

Ms. Horton completed her recertification as our Chief Procurement Officer. She has been appointed to the Dona Ana County Internal Audit Committee on a volunteer basis.

## **Unfinished Business**

Mr. Ponteri moved to approve Leak Insurance as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Mr. Stull asked if we can spend a few months sending informative pamphlets to customers to provide every opportunity for our membership to opt out or opt in. Ms. Horton advised opting in is not an option; membership must opt out if they do not wish to have leak insurance. A video from ServLine was presented to the Board with a letter from John Jones and his experience; ServLine has a 97% retention program. The Board voiced various scenarios to ensure full understanding of the product. Mr. Melton is against the program due to the opt out feature instead of an opt in. If approved, the Association would then determine the definition of a leak to create our leak policy for the insurance company. We will also provide inserts in both English and Spanish to our membership prior to implementing the policy to ensure full transparency. The Board designated Ms. Horton and Mr. Smith to write a draft policy to accommodate the leak insurance. The Chair called for a vote on the motion; the motion carried by roll call vote 3-1:



Mr. Stull – Yes

Dr. Anderson – Yes

Mr. Ponteri – Yes

Mr. Melton – No

Dr. Anderson moved to approve Resolution 2017-11 as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Mr. Ponteri moved to table Resolution 2017-11 until our next Regular Board Meeting on November 2, 2017 which was seconded by Mr. Stull. The Chair called for a vote on the motion to table; the motion carried by roll call vote 4-0.

### **Open Discussion**

Dr. Anderson requested additional data with regards to the Association wells.

### **Adjournment**

Mr. Stull moved to adjourn at 10:06 a.m.; the motion was seconded by Dr. Anderson. The Chair called for a vote on the motion which carried by roll call vote 4-0.

  
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Kurt Anderson  
Secretary/ Treasurer

11/2/2017  
Date