



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 7, 2019 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

Secretary/Treasurer – Kurt Anderson, Present

Board Member – Dan Hortert, Excused Absence

Board Member – Paul Maxwell, Present

A Quorum was declared

Others in Attendance:

Executive Director – Jennifer Horton

Legal Counsel – Josh Smith

Approval of Agenda

Dr. Maxwell moved to approve the agenda for the March 7, 2019 Regular Board Meeting as presented; the motion was seconded by Dr. Anderson. The Chair called for discussion of the motion. Ms. Horton noted a typo on the agenda due to the format not continuing the proper sequence of numbering for the Unfinished Items. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0.

Minutes

Dr. Anderson moved to approve the Regular Board Meeting Minutes of February 21, 2019 as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Mr. Melton requested under the Board President's report the second sentence end at 'unorganized'. The Chair called for a vote on the amended 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. Dr. Maxwell seconded the motion. The Chair called for discussion of the motion. Ms. Horton advised we have fifty (50) names on the list; forty-nine (49) are new members. Of the total, twenty-five (25) are from West Mesa. As we approach the deadline, we will continue to note the members from our new service area on a separate spreadsheet as well as send service request letters and hang door knockers to those who have not responded yet. The public meeting for West Mesa is at Fairacres Elementary on March 20th at 7:00 p.m. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

Customer Issues and Public Input

None

Board President Report

Mr. Melton reported most of our projects are going well. The wastewater treatment plant (WWTP) has materials on order and Radium Springs is progressing quickly. We are experiencing issues with an easement that our legal department is working on. The Dona Ana well two has been pulled, brushed, bailed, acidized, and the new pump has been ordered. Wells eleven and fifteen remain under review in Massachusetts through NMED.

Wells nine are ten are being redrilled and are almost complete. All legal items are pending. Subdivisions are still under review. The approval for Elks View Estates has been delivered. The developer is not pleased with the adopted water rights policy.

Staff Reports

Ms. Horton advised Southeast Collection Phase II Construction has not gotten any better. We are up to sixteen change orders at this time and all are under review. All other projects are moving forward. The anticipated stop work is underway for the WWTP. The tank at Barcelona Ridge Road in Picacho Hills is constructed. If warm weather continues the tank should be complete in the next couple of weeks. Radium Springs has begun cutting over the new lines to the active system, with pressure and sample testing underway. The NMRWA conference is in April and Ms. Horton needs to know who will attend. Mr. Melton, Dr. Anderson, and Dr. Maxwell will all attend. The national conference is in September this year. At this time no one will attend.

New Business

None

Unfinished Business

Dr. Anderson moved to approve Resolution 2019-05 Local Planning Grant Application for Asset Management; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Ms. Horton explained this is the resolution drafted by New Mexico Finance Authority (NMFA) for planning grants. We can apply for two grants in a twenty-four month period. The State is pushing for a plan of this nature. We can research what options we have that are potentially more cost effective than having an engineering firm complete this as there are entities that specialize in asset management. The total is less than sixty thousand dollars, so it does simplify the process regarding

procurement. The entire procedure will take about three years to complete and we will seek both a water and wastewater plan. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0.

Dr. Maxwell moved to approve Resolution 2019-06 Local Planning Grant Application for a Master Plan; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Ms. Horton explained this request is for a master plan for water and wastewater infrastructure. The last time a document of this nature was addressed was in 2006. This is what our current ICIP is based off of. This document does have to be completed by a licensed P.E. To write a new master plan for both water and wastewater will go above the grant award. The Board can either choose one or come to the table with funds to address both items. This would be awarded to Bohannon Huston and is a three year completion process per NMFA requirements. The three years consists of data collection, building the plan, approval, and implementation. Dr. Maxwell feels the time frame is exorbitant. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0.

Dr. Anderson moved to approve Contract 6326344 for Phase III of the Southeast Collection System Construction Phase Services; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Ms. Horton explained this is the next phase of Southeast Collection and ties into work currently in construction for wastewater infrastructure. Souder, Miller, and Associates is the engineer of record and has funding in place. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0.

Dr. Anderson moved to approve to accept the FY2018 Audit; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. We had one audit finding this year due to fuel reimbursement. The amount has been paid back, and other

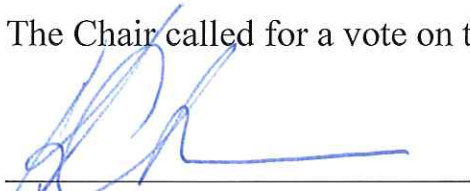
than this item it was a clean audit. The auditors are pleased. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0.

Open Discussion

None


Adjournment

Dr. Anderson moved to adjourn at 10:15 a.m., with a second from Dr. Maxwell. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0.



Kurt Anderson

Secretary/ Treasurer



Date