



*Doña Ana Mutual Domestic Water Consumers Association
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The following are the minutes of the Regular Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, September 3, 2020 convened at 9:07 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 9:07 a.m. and called roll:

Vice President – Jamie Stull, Present

Secretary/Treasurer – Kurt Anderson, Present (Telephonically)

Board Member – Paul Maxwell, Present (Telephonically)

A Quorum was declared

Others in Attendance:

Legal Counsel- Josh Smith

Executive Director- Jennifer Horton (Telephonically)

Office Manager- Margo Lopez

Approval of Agenda

Mr. Stull moved to approve the agenda as presented; the motion was seconded by Dr. Anderson. It was pointed out the date on the Agenda needed to be corrected to September 3, 2020 and the motion passed unanimously by roll call vote.

Minutes

Dr. Maxwell moved to approve the Regular Board Meeting Minutes of July 16, 2020 as presented; Dr. Anderson seconded, and discussion ensued. Dr. Maxwell moved to approve the notes as amended, Dr. Anderson seconded, there was no further discussion, and the motion passed unanimously by roll call vote.

Minutes

Dr. Maxwell moved to approve the Special Board Meeting Minutes of July 29, 2020 as presented; Dr. Anderson seconded, and discussion ensued. Dr. Maxwell moved to approve the notes as amended, Dr. Anderson seconded, there was no further discussion, and the motion passed unanimously by roll call vote.

Minutes

Dr. Maxwell moved to approve the Regular Board Meeting Minutes of August 20, 2020 as presented; Dr. Anderson seconded, and discussion ensued. Dr. Maxwell moved to approve the notes as amended, Dr. Anderson seconded, there was no further discussion, and the motion passed unanimously by roll call vote.

Approval of New Members & New Meters

Dr. Anderson moved approval the New Members and New Meters as presented; Dr. Maxwell seconded; discussion provided the following information:

New Members – 20

New Meters – 3

Existing Members – 3

A roll call vote was taken, motion passed unanimously.

Customer Issues and Public Input

None

Board President Report

President Melton mentioned he asked Ms. Horton to look into updating our billing software to create an emphasis on non-payment fees and due dates as it was brought to his attention a member who was upset with her bill did not have the time to read through it all.

President Melton reported things are progressing as well as can be expected given our current circumstances. He stated the preventative measures and the actions taken to help prevent the spread of COVID-19 have been effective.

Staff Reports

Ms. Horton stated projects are progressing and there have been no changes to any of the projects.

Ms. Horton reported the staff has been good with the COVID-19 safe practices. She further stated there have been no positive tests or anyone out on quarantine.

Ms. Horton mentioned the auditors are currently working remotely on the audit and are expected to do so through next week.

Ms. Horton reported there were multiple breaks on El Camino Real while trying to repair a force main. It was suggested to notify board members of future main breaks.

Ms. Horton stated the Paycheck Protection Plan was received and she would be applying for the forgiveness portion of the loan to off-set the added expenses of payroll.

Dr. Anderson suggested Ms. Horton meet with the new Interim Director, Delilah Walsh from Las Cruces Utilities with regards to Jornada and the return flow credit.

Dr. Anderson inquired about the vacancy in District 3. It was suggested to post a request in the newsletter and on the website.

President Melton asked Ms. Horton to investigate the Colonias Infrastructure meeting set for the 17th.

New Business

None

Unfinished Business

Dr. Anderson moved the Approval of Resolution 2020 – 13 Adopting an Infrastructure Capital Improvement Plan (ICIP) for FY 2022 - 2026 as presented; the motion was seconded by Dr. Maxwell. The Chair called for discussion of the motion. Discussion was made by Ms. Horton. Ms. Horton discussed the top 5 projects for each of those years as she reviewed the Project Summary Report. Ms. Horton asked if there were any questions. Dr. Anderson asked when the Marisol area should expect a sewer system. Ms. Horton stated that is part of the 2026 East Central Area Collections project. Dr. Anderson also asked if the West Mesa Water Service project for \$9.5 million included the expansion and the upgrade of the existing system. Ms. Horton stated it did and 400 additional connections to that area.

President Melton asked Ms. Horton how the 5% budgetary reduction requested by the Governor would impact the Association. Ms. Horton stated it would not affect the operating budget. She did state it could potentially effect funding. There was no further discussion and the motion passed unanimously by roll call vote.

Open Discussion

Dr. Maxwell discussed the inquiries he had regarding higher bills from members in Picacho Hills. He suggested to include the rate increase in the newsletter.

Adjournment

Mr. Stull motioned to adjourn at 9:53 a.m., with a second from Dr. Maxwell. The motion passed unanimously.



Kurt Anderson

Secretary/ Treasurer

9/17/20
Date