



*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, December 17, 2020 convened at 9:04 a.m. via Zoom.

Call to Order & Roll Call

President Melton called the meeting to order at 9:04 a.m. and called roll:

Vice President – Jamie Stull, Present (Zoom)

Secretary/Treasurer – Kurt Anderson, Absent (Zoom)

Board Member – Paul Maxwell, Present (Zoom)

A Quorum was declared

Others in Attendance:

Legal Counsel- Josh Smith (Zoom)

Executive Director- Jennifer Horton (Zoom)

Office Manager- Margo Lopez (Zoom)

Member- Jim Hayhoe (Zoom)

Approval of Agenda

Dr. Maxwell moved to approve the agenda as presented; the motion was seconded by Mr. Stull. There was no discussion and the motion passed unanimously by roll call vote 3-0.

Minutes

Dr. Maxwell moved to approve the Regular Board Meeting Minutes of December 3, 2020 as presented; Mr. Stull seconded. There were suggested editorial changes to pages 4 and 6. Dr. Maxwell moved to approve the notes as amended, Mr. Stull seconded, there was no further discussion, and the motion passed unanimously by roll call vote 3-0.

Approval of New Members & New Meters

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

Names on the list – 14

New Members – 11

New Meters – 3

Existing Members – 3

A roll call vote was taken, motion passed unanimously 3-0.

Customer Issues and Public Input

Mr. Hayhoe congratulated the Board of Directors in taking a step forward in trying out Zoom for the board meetings. He also stated he wished to comment on the item listed in Unfinished Business. Mr. Hayhoe stated he would concur with the postponement of the annual meeting due to the pandemic, however, he would like there to be a financial update provided to the membership during that time.

Board President Report

President Melton acknowledged Ms. Horton, Ms. Lopez, and the entire staff for their efforts and support during this time.

Staff Reports

Ms. Horton reported interviews went well and the operations department will have 3 laborers joining the team by the end of the month, leaving 1 vacancy to fill.

Ms. Horton discussed projects. She stated the sewer plant had a final walk-through. She further stated the final pay application is being processed and the project will be ready to close out next week.

Ms. Horton stated Radium Springs is very close to being finished. She mentioned El Paso Electric changed out the incoming power to Well 9 and is currently waiting on the meter to be installed. She further stated today they are pulling the 2 wells that were replaced and will return that equipment to be utilized on Well 5.

Ms. Horton reported Southeast Collection is finding options through change orders to utilize the remaining amount of roughly \$450,000.

Ms. Horton advised she and Ms. Lopez will be wrapping up the calendar year end with things like 1099's, W-2's along with year-end reporting over the next few weeks.

Mr. Stull mentioned he knew of someone who would be a good fit for the last vacant position in operations. Ms. Horton advised Mr. Stull to have the candidate fill out the application online, submit a letter of interest and a resume to her or Ms. Lopez.

Dr. Maxwell asked Ms. Horton if there would be an opportunity in the future to tour the Wastewater Treatment Plant as it was originally intended. Ms. Horton stated once appropriate she would like to continue with the tour for the Board of Directors.

New Business

None

Unfinished Business

Dr. Maxwell motioned the Approval to Postpone the Annual Meeting due to the current pandemic; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Discussion was made by Ms. Horton. Ms. Horton recommend the board consider the postponement of the annual meeting due to the current pandemic and the current restrictions placed by the Governor, to avoid violating the public health orders. She suggested waiting until summer or until the conditions of the pandemic change to allow for gatherings to take place. Further discussion ensued. At 9:20 a.m. Dr. Anderson joined the meeting. There was no further discussion, and the motion passed unanimously 4-0.

Open Discussion

Dr. Anderson inquired about the board member vacancy for district 3. He asked Ms. Horton to provide a list of members in that district.

Dr. Anderson inquired about the operation of the wells as he was unable to hear the staff report. Ms. Horton advised there have been no changes to the wells since the last meeting.

Dr. Anderson asked Ms. Horton about Well 7. Ms. Horton advised she is waiting on the final report to see what options are available.

Dr. Anderson requested static levels be recorded each time a well is shut down. President Melton asked Ms. Horton if all the wells were instrumented to provide that

data to Dr. Anderson. Ms. Horton stated not all the wells had enough space to send a transducer to collect the data.

Dr. Anderson inquired about water rights / rights holding and discussion ensued. Mr. Smith stated there were no changes.

Adjournment

Mr. Stull motioned to adjourn at 9:30 a.m., with a second from Dr. Maxwell. The motion passed unanimously 4-0.



Kurt Anderson

Secretary/ Treasurer

1/07/21
Date