



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, February 4, 2021 convened at 9:08 a.m. via Zoom.

Call to Order & Roll Call

President Melton called the meeting to order at 9:08 a.m. and called roll:

Vice President – Jamie Stull, Present (Zoom)

Secretary/Treasurer – Kurt Anderson, Present (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. Anderson 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 4-0.

Minutes

Dr. Maxwell moved to approve the Regular Board Meeting Minutes of January 25, 2021 as presented; Dr. Anderson seconded. There were editorial changes suggested. Dr. Maxwell moved to approve the minutes as amended, Dr. Anderson seconded, there was no further discussion, and the motion passed unanimously by roll call vote 4-0.

Customer Issues and Public Input

Mr. Jim Hayhoe was present.

Ms. Horton spoke on behalf of an elderly member who is unable to participate via Zoom to address the board. She further stated he is unable to participate telephonically as the audio portion is currently being worked on. Ms. Horton stated he wanted to address the board regarding his disagreement with his usage and reported an average bill of \$30 that escalated to \$60. She advised the board he was offered a data log and declined that option. She stated a work order was issued to check for leaks on the 2nd and the operator reported there were no leaks to the member and to staff. Ms. Horton further stated his usage is back down again. It was suggested to call the member to get more details to place on the agenda for the next scheduled meeting. President Melton stated he would be happy to call the member.

Board President Report

President Melton stated as suggested by Mr. Hayhoe and Dr. Maxwell at the last meeting, he and Ms. Horton have put together a proposal to be discussed in Board Open Discussion.

President Melton thanked Mr. Hayhoe for forwarding the references to the 2 bills previously discussed and shared the information with the board. He further mentioned there was one proposal to increase contributions to PERA. President Melton wrapped up his report by stating staff is doing well.

Staff Reports

Ms. Horton reported there are no positive cases of COVID, and no one is out on COVID leave. Ms. Horton also stated she will have updates at the next meeting with all monthly reports.

New Business

None

Unfinished Business

Dr. Anderson moved the Approval to Award RFP 2021 – 01 Legal Services; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Discussion was initiated by Ms. Horton. She stated an RFP was advertised for Legal Services and only one proposal was received. She stated a complete proposal was submitted by Watson Smith, LLC and recommends awarding them. Ms. Horton further stated if awarded the next item would be the approval of contract for Watson Smith, LLC. There was no further discussion, and the motion passed unanimously 4-0.

Dr. Anderson moved the Approval of Contract for Watson Smith, LLC – Legal Services; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Discussion was initiated by Ms. Horton. Ms. Horton stated this is the standard legal services agreement for legal representation in all general matters. Ms.

Horton stated it is good for 5 months and up for renewal on a one-year term. She further stated it is good through June 2024 with an automatic renewal. However, the Association does have the right to terminate after each year. There was no further discussion, and the motion passed unanimously 4-0.

Open Discussion

President Melton led discussion on the priority of the Association being able to provide clean, safe drinking water for the members. He further stated with such prioritization new sources of water need to be developed, maintained, and protected. President Melton and Ms. Horton have reviewed the ICIP top 5 and top 10 rankings to provide a proposal to achieve the overall goals for the Association. It was agreed to support the recommendation of developing a comprehensive master plan for water and wastewater infrastructure. The plan will help point out areas of focus and provide a guide going forward for the prioritization on the ICIP. Further discussion ensued.

Dr. Anderson inquired about water rights and the waiver criteria for developers and Ms. Horton clarified.

Dr. Maxwell discussed delinquent water bills and grant funding made available for the pandemic relief.

Dr. Maxwell briefly discussed the funds successfully obtained for the PER on the Arroyo's project in Picacho Hills, which he stated relates to the safety issue of the wastewater infrastructure.

Mr. Smith stated there are 3 programs made available for members to apply for assistance and further discussion ensued on public funding, grants, and the CARES Act.

President Melton advised there is currently no PER contract for the Arroyo's project in Picacho Hills and is not the most prudent position to consider seeking funding for a contract on a design at this time. Ms. Horton advised Bohannon Houston is currently focusing on a \$15 million project along with many other projects, subdivision reviews, and the PER for the Picacho Hills Arroyo's project and further discussion ensued.

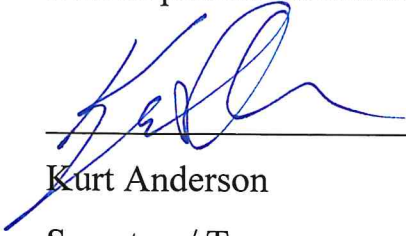
Dr. Anderson inquired about the sewer system on the East Central side. Ms. Horton explained it is currently at the bottom of the list however, with a master plan that may change.

Ms. Horton stated she would be working on an application for legislative funding and asked the board for direction on the priority of the project(s). It was agreed the priority of the funding should be established for a master plan to include water and wastewater and 2nd is the design for Picacho Hills Arroyo's issues.

Mr. Hayhoe asked if the master plan included storm water and Ms. Horton clarified the plan includes water and wastewater and the protection of those assets.

Adjournment

Dr. Maxwell motioned to adjourn at 10:54 a.m., with a second from Mr. Stull. The motion passed unanimously 4-0.



Kurt Anderson
Secretary/ Treasurer

3/13/21
Date