



Doña Ana Mutual Domestic Water Consumers Association
Mailing Address: P.O. Box 866 • Doña Ana, NM • 88032
Physical Address: 5535 Ledesma Dr. • Las Cruces, NM 88007
(575) 526-3491 Office • (575) 526-9306 Fax

The following are the minutes of the Special Board Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, July 15, 2022 convened at 8:32 a.m. at 5535 Ledesma Drive, Las Cruces, NM 88007.

Call to Order & Roll Call

President Melton called the meeting to order at 8:32 a.m. and called roll:

Vice President – Jamie Stull, Present

Secretary/Treasurer – Kurt Anderson, Present (via Zoom)

Board Member – Brian Clouse, Present

Board Member – Clayton Berryman, Excused Absence

A Quorum was declared

Others in Attendance:

Legal Counsel- Josh Smith

Executive Director- Jennifer Horton

Executive Assistant- Shelby Sandoval

Approval of Agenda

Dr. Anderson motioned to approve the agenda as presented; the motion was seconded by Mr. Stull. There was no further discussion and the motion passed unanimously by roll call vote 4-0.

Minutes

Dr. Anderson moved to approve the Regular Board Meeting Minutes of June 16, 2022 as presented; Mr. Clouse seconded. There was no discussion, and the motion passed unanimously by roll call vote 4-0.

Customer Issues and Public Input

None

Board President Report

President Melton stated the Association is operating effectively under the guidance of the Executive Director. He further stated as result of a lightning strike or power interruption, District 1 experienced some dirty water over the weekend, however, there were no complaints. President Melton noted the Association is undergoing a modification to the air conditioning system and it should be completed by the weekend.

Staff Reports

Ms. Horton provided a written report on financials for June 2022 for review and stated she would discuss it in more detail when she provides the 4th Quarter Report at the next meeting, as it would need to be certified. Project Updates, Funding Applications, Subdivisions, the Customer Service Report, and the Operations Report were briefly discussed as this was a Special Meeting. For more detailed information refer to the attached reports.

Unfinished Business

Dr. Anderson motioned the Approval of June New Members & Meters as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. There was no discussion, and the motion passed unanimously by roll call vote 4-0.

Dr. Anderson moved the Approval of Resolution 2022-12 ICIP; the motion was seconded by Mr. Clouse. The Chair called for discussion of the motion. Discussion was initiated by Ms. Horton. Ms. Horton shared the proposed ICIP list of the top 10 projects seeking funding for this year as this is something that is done annually. Further discussion ensued. There was no further discussion, and the motion passed unanimously 4-0.

Dr. Anderson moved the Approval of Resolution 2022-13 SSCOG; 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 annual membership request with South Central Council of Governments, Inc. to include annual dues of \$500.00. This appoints Ms. Horton as the designated representative. There was no further discussion, and the motion passed unanimously 4-0.

Mr. Stull moved the Approval of Contract # 2018- 03 Task Order #3, Amendment 1 Picacho Hills Erosion Mitigation Design; the motion was seconded by Dr. Anderson. The Chair called for discussion of the motion. Discussion was initiated by Ms. Horton. Ms. Horton stated this is the design from of the resent erosion study, which identified 3 arroyos in Picacho Hills. She further stated Bohannan Houston have reviewed them and identified 2 of them needing to have work done to further protect the infrastructure and mitigate erosion. Further discussion ensued. There was no further discussion, and the motion passed unanimously 4-0.

Dr. Anderson moved the Approval of NMRWA Contract; the motion was seconded by Mr. Clouse. The Chair called for discussion of the motion. Discussion was initiated by Ms. Horton. Ms. Horton stated this is for the renewal contract for a double 4 Water / Wastewater Manager, Mr. Kevin Grassel. Mr. Grassel works for NMRWA and is currently contracted

to the Association. Ms. Horton recommends the approval from the board. There was no further discussion, and the motion passed unanimously 4-0.

Board Open Discussion

Dr. Anderson stated he would like to discuss sampling and where information is available. Ms. Horton clarified the CCR report will show the sampling required by the New Mexico Environment Department and EPA. She further shared the report can be found on our website. Ms. Horton broke down who sampled what and how often.

Dr. Anderson inquired about the excavation on El Camino Real and Ms. Horton clarified the contractor had to cut across the road to tie into the existing line in order to get it into the subdivision.

Dr. Anderson requested an update on the Rate Study and Ms. Horton stated she is collaborating with Carl Brown. She further stated once the ICIP and Budget is complete she will begin pulling data for the Rate Study.

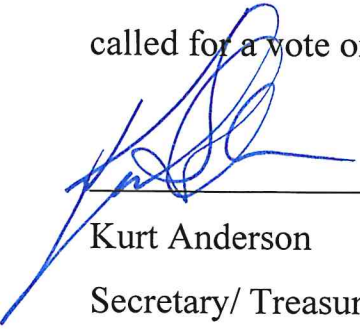
Dr. Anderson inquired about the development of Dona Ana School Road. Ms. Horton stated she was under the impression there was 11 units however, she has not seen any plans.

Dr. Anderson asked Ms. Horton what she knew about the Jornada addition. Ms. Horton stated she had not heard anything.

Dr. Anderson wanted to know what the process will be for the next Annual Meeting and President Melton stated it would be the same process.

Adjournment

Dr. Anderson motioned to adjourn at 9:22 a.m., with a second from Mr. Stull. The Chair called for a vote on the motion. The motion passed unanimously 4-0.



Kurt Anderson
Secretary/ Treasurer

7/21/22
Date