



Doña Ana Mutual Domestic Water Consumers Association
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The following minutes are from the Regular Board Meeting of Doña Ana Mutual Domestic Water Consumers Association Board of Directors, August 18, 2016; 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 9:02 A.M. and called roll:

Vice President- Jamie Stull, Present

Secretary/ Treasurer- Kurt Anderson, Present

Board Member- Raymond Ponteri, Present

Board Member- Justin Sparks, Excused Absence

Others in Attendance:

Executive Director- Jennifer Horton

Community Members- Jim Hayhoe and Nancy Simmons

Approval of Agenda

Dr. Anderson moved to approve the agenda for the August 18, 2016 Regular Board Meeting as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. 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 August 4, 2016 as presented; Mr. Stull seconded the motion. The Chair called for discussion of the

motion. No discussion was brought forward. The Chair called for a vote on the motion which 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 for August 2016; Mr. Stull seconded the motion. The Chair called for discussion of the motion. Executive Director Jennifer Horton advised there are eighteen (18) names on the list consisting of seventeen (17) new members and one (1) existing member. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

Customer Issues and Public Input

No Customer Issues or Public Input brought forward

Board President Report

Mr. Melton reported it has been a fairly calm two weeks. He has had a few questions arise with regard to the adopted rate structure, however each time the utilization was reviewed the results clarified the billing for the period in question. Mr. Melton has heard good favor of our modification of the due date and penalty processing.

Staff Reports

Executive Director

See Attachment A

Mrs. Horton will be meeting with the residents of District Five (5) at the Picacho Hills Country Club on September 1st at 6:00 pm to provide an update on the ongoing construction taking place in their Village.

New Business

No New Business

Unfinished Business

Dr. Anderson moved to approve Item Three (3), to award Contract 63254406, Transmission Waterline Improvements Project with Souder, Miller, and Associates (SMA); the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Executive Director Jennifer Horton advised this is the contract for the bid facilitation, construction administration, construction observation, construction staking, marking, and drawings for the Taylor Road/Valley Road Project. This project consists of installing 4.4 miles of eighteen (18) inch transmission lines, and will require three to four crews with an observer per crew for whomever the bid is awarded to. We will hold advertising for bidding toward the end of the month, which will last ten to fifteen days. The estimated costs are anticipated at \$3,000,000, however we have funding through Water Trust Board (WTB) 271 that must be utilized by March 2017. Construction will move quickly once the project hits the ground. The Association is required to have a matching component of \$600,000, and was accounted for in the budget for this year. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

Open Session

Mr. Stull would like to review the fencing that was defeated at the last Regular Board Meeting. He has visited the Picacho Hills Wastewater Treatment Plant in order to obtain a better understanding of the area and the pipe that is on site. Mr. Stull inquired if we are able to complete any dirt work in order to obtain better grading of the area? Mrs. Horton advised we would be able to complete this; however we are not able to be refunded through a funding agency. Mr. Stull has advised if we can reduce the hills of dirt we would be able to further lower the fencing from the road. Do we have a time frame yet on

when the piping will be able to be utilized for the ponds? Mrs. Horton explained we are waiting on NMED to issue the dimensions and storage necessary for the effluent. Our application has been sitting with NMED since October of 2015 and the individual who was scheduled to review our application is no longer with NMED. We were hoping this was going to be completed no later than October 2016, however now that this individual is no longer with the Environment Department we do not know what the timing will be. This is the permit that is going to tell us what NMED expects from our plant, the levels we have to hit for effluent, the storage capacity, and how to deal with sludge. Until NMED tells us the size of the pond we need we cannot contract with a company to begin digging, and the piping is part of our payment. We cannot provide the pipe as payment until the work is completed, which will cut down a very large expense for us. Dr. Anderson asked if it is possible to relocate the pipe due to the liability of the aged bands holding it all together. Unfortunately the bundles are massive and it is not cost effective to move the piping multiple times.

Mr. Melton proposed to the Board that we task SMA to provide an educated guesstimate as to the amount of property the Association would need for the storage and overall function of the Wastewater Treatment Plant once Picacho Hills is built out to its full capacity. This will allow the Association to make an educated and justifiable decision as to how much fencing is actually needed for long term commitments, thus reducing the costs of only having to complete this project once. Mr. Melton would like to remind membership that Picacho Hills does have plats reserved for industrial commercial sites, however he hopes this will show the residents of Picacho Hills that the Association is willing to make a good faith gesture with regard to the concerns of the footprint for the necessary fencing needed for the safety and maintenance of our facilities. Mr. Stull would like to propose SMA also estimate the cost of temporarily fencing the dangerous pipe. Mr. Ponteri recommended that if we are going to spend the funds with this proposal that we have SMA provide estimates for different types of fencing or landscaping as well. He

would like the Board to consider the size of the footprint with regard to our final decision. Dr. Anderson inquired what the requirements with using an engineer are. Mrs. Horton advised any time State or Federal funds are involved, anytime a well is dug, or when certain types of line extensions are being addressed we must have all of the plans stamped by a licensed PE. We can request all of this from SMA. Mr. Melton requested a confirmation in the form of a directive for approving the proposal to request SMA create an estimate encompassing all of the Board's wishes. All present Board members confirmed. Mrs. Horton will see if SMA can have this prepared by the next Regular Board Meeting.

Dr. Anderson noted he has been receiving notices of leak insurance opportunities. Is this type of insurance cost effective? Mrs. Horton advised pipes breaking thankfully are not common on a daily basis, though there is potential for natural disasters and accidents.

Dr. Anderson inquired if we have heard anything back from the City with regard to Jornada? At this time we have not received a response to the letter we sent.

Mr. Ponteri questioned what kind of opportunity the public would have for input with regard to any expansion of the wastewater treatment plant (WWTP)? Mrs. Horton explained any expansion would be driven by the conditions of our permit, as well as the ongoing development of Picacho Hills. The community does have an opportunity to voice their opinion, however this would have to go through the City and the County as it is directly related to the expansion of Picacho Hills. Further development would drive the need for a larger facility, as well as a review of proper handling of sludge, noise control, and odor management. If the community does not want a larger facility expansion would have to stop.

Adjournment

Dr. Anderson moved to adjourn at 9:37 a.m.; Mr. Stull seconded the motion. The Chair called for a vote on the motion: the motion carried by roll call vote 4-0.



Kurt Anderson
Secretary/ Treasurer

09.15.2016

Date