



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, December 01, 2016; convened at 9:00 A.M. in the Doña Ana Mutual Domestic Water Consumers Association Board Room located at 5535 Ledesma Mr., Las Cruces, NM 88007:

Call to Order & Roll Call

President Melton called the meeting to order at 9:01 A.M. and called roll:

Vice President – Jamie Stull, Present

Secretary/ Treasurer – Kurt Anderson, Present

Board Member – Raymond Ponteri, Present

Board Member – Justin Sparks, Telephone Conference

Others in Attendance:

Executive Director – Jennifer Horton

Legal Counsel – Joshua Smith

Community Members – Ashley Sanchez, Deanna Garcia, Nancy Simmons

Approval of Agenda

Mr. Anderson moved to approve the agenda for the December 01, 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 5-0.

Minutes

Mr. Anderson moved to approve the Regular Board Meeting Minutes of November 17, 2016; Mr. Stull seconded the motion. The Chair called for discussion of the motion.

Mr. Anderson advised Mr. Ponteri requested two of his comments from the meeting be added; the first about his neighbors meter and the second with regard to policies of the cities of Santa Fe, Albuquerque, and Las Cruces. Mr. Anderson amended his motion to include the corrections. The Chair called for a vote on the modified motion for the amended minutes; the motion carried by roll call vote 5-0.

New Members & New Meters

Mr. Anderson moved to approve the New Members and New Meters list as presented for December 2016; Mr. Stull seconded the motion. The Chair called for discussion of the motion. Mrs. Horton advised there are thirteen (13) names on the list consisting of seven (7) new meters, eight (8) new members, and five (5) existing members. The Chair called for a vote on the motion; the motion carried by roll call vote 5-0.

Customer Issues and Public Input

2. Amanda Sanchez addressed the Board of Directors as she has not found a leak on her property and does not feel she should be billed this amount. Mr. Melton explained in reviewing the data of Ms. Sanchez's water table her water usage began to decrease with the old meter still in place. The meter change out did not take place until the next billing cycle. Mr. Melton explained the testing procedure as well as how the meter operates. The Board empathizes with this difficult situation; however the water registered through the meter and we cannot justify an adjustment by law through the Anti-donation Clause under the Constitution of the State of New Mexico.

Board President Report

President Melton advised he met with the PHPOA President Forrest Beason to discuss potential plans for continued upgrades in the Picacho Hills area; especially with

regard to the Via Norte area. When line breaks occur we not only have to fix the break, but we also have to repair the pavement according to Dona Ana County requirements. This requires permits and in some cases bidding for the contractor, all of which take time. We do have signs present advising of rough road conditions. It is not our intent to inconvenience our membership. We also have ongoing projects for PRV replacements, but this does include water outages; both expected and unexpected as we are continuously learning new things about the Village of Picacho Hills. Mr. Ponteri asked if we have enough funding to replace all of the PRV's. Mrs. Horton explained any remaining funds from the tank project would be utilized.

Mr. Melton also announced the Dona Ana Staff has been busy hosting our auditors this week.

Staff Reports

3. Executive Director

See Attachment

Mr. Ponteri inquired if there is an exit interview with the auditors. Mrs. Horton advised there is an interview conducted with the President and Secretary/Treasurer. Executive Director Horton advised our new tanks in Picacho Hills have been vandalized again. This time the vandal used an object to gouge the inside of both of the tanks all the way down to the steel; which further delays the completion of the project.

Mrs. Horton noted that having the auditors in office is always a busy week for us. In the same week one of our vehicles was hit by a member of the public while parked. A police report has been filed.

Several meetings ago the Board had requested we have SMA draft a projection of what we would need for the long term build out of our wastewater treatment plant and the costs associated with fencing the property. Mrs. Horton provided the projection from

SMA as well as three types of fencing: galvanized fencing, colored fencing, and a rock wall. SMA provided an analysis based off our permit requirements and what our daily storage requirements are for the future of the Picacho Hills growth. With the ongoing vandalism we need to address the fencing issue with the wastewater plant. Mr. Ponteri asked about the rock wall dimensions and requested only partial rock wall on the road side. Mrs. Horton advised the decision rests with the Board.

New Business

No New Business

Unfinished Business

Mr. Ponteri moved to approve Item Four (4), action for no adjustment on the Jack Roevens meter issue; the motion was seconded by Mr. Anderson. The Chair called for discussion of the motion. Executive Director Horton and Mr. Melton refreshed the Board on the Roevens case and their dispute. We have extensively researched meter accuracy and testing procedures. Mr. Melton advised it is bothersome that we, the Board, cannot tell people what happens to the water once it goes through the meter; however we have no control of the water once it is registered. Mr. Anderson is anxious to have the data logging equipment arrive so that we can further assist in pinpointing the high water usage. Mr. Melton refreshed the Board that the action item is to take no action with regard to the adjustment of the Roevens account, allow the billing to stand, and notify the Roevens as such. The Chair called for a vote on the motion; the motion carried by roll call vote 4-1:

James Melton - Yes

Jamie Stull - Yes

Kurt Anderson - Yes

Ray Ponteri - No

Justin Sparks - Yes

Mr. Anderson moved to approve Item Five (5), action for no adjustment on the Irene Wharton meter issue, allowing the account billing to stand as stated; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. The Chair called for a vote on the amended motion; the motion carried by roll call vote 4-1:

James Melton - Yes

Jamie Stull - Yes

Kurt Anderson - Yes

Ray Ponteri - No

Justin Sparks - Yes

Mr. Anderson moved to approve Item Six (6), contract 6325370 with Souder, Miller, and Associates for the Wastewater Treatment Plant Fence Project; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Mrs. Horton advised this contract package is for the design and bid administration needed for the fence. As this will utilize state funding we must have a licensed PE design and stamp the project; the total is \$11,568.86 to complete this stage. If the Board does wish to move forward they will need to choose the type of fence as the style will affect the design. Mr. Anderson amended his motion to include "Option One (1)" as it is the most cost effective. Mr. Ponteri would like to have seen a combination of the rock wall on the road side with chain link fence on the back side. Mr. Anderson roughly estimated the costs of Mr. Ponteri's request, which were still much higher than option one. The Chair called for a vote on the amended motion; the motion carried by roll call vote 4-1:

James Melton - Yes

Jamie Stull - Yes

Kurt Anderson - Yes

Ray Ponteri - No

Justin Sparks - Yes

Open Session

Mr. Anderson inquired if we received a response from Carl Brown with regard to Paul Gradwohl's comments. Mrs. Horton advised we have not received a response at this time. He also asked about our upcoming plans for the conservation planning. Mrs. Horton advised the 40-year plan should be finalized in the next few weeks and will be presented to the Board.

Mr. Stull asked about the future ponds from the wastewater treatment plants with regard to watering fields. Mrs. Horton advised the water will have to meet Class 1A requirements first, which we are in the process of achieving. Mrs. Horton advised you cannot water root crops with Class 1A water. We do have a 10 year contract with a 10 year renewal with the Picacho Hills Country Club for Class 1A water.

Mr. Ponteri asked if we have any other accounts in protest in status. Mrs. Horton advised we do and are awaiting the meter testing results.

Mr. Anderson reminded he's requested a listing of our well specs. Executive Director Horton advised for some of our tanks we no way of obtaining this information. He asked if we have a drought emergency response plan. Mrs. Horton advised we do not have one specifically for drought; however we do have an emergency response plan. Mr. Anderson asked about a water conservation plan. Mrs. Horton advised that is with our 40-year planning. He asked about a formal asset management plan? We do not have a finalized plan as we are hoping to outsource this, but we do have a rough version.

Mrs. Horton advised we may need to call a Special Board Meeting for our vacuum station contract. The contract was not ready for this meeting, but we cannot wait until the next meeting as we have to use our funding by February. We will have to have notice posted 72 hours prior to the special meeting.

Mr. Ponteri would like to see the Board Packet come out sooner.

Mr. Melton asked Mr. Ponteri to obtain additional information with regard to the neighbor who had the meter issues so that we can further research this; that way we can minimize the impact on the staff as it should be documented in our records if we have or had a meter that is locking up.

Adjournment

Mr. Stall moved to adjourn at 10:31 a.m.; Mr. Anderson seconded the motion. The Chair called for a vote on the motion: the motion carried by roll call vote 5-0.



Kurt Anderson

Secretary/ Treasurer

12/15/2016
Date