



Doña Ana Mutual Domestic Water Consumers Association
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The following are the minutes of the Regular Board Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, February 1, 2018 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 9:00 a.m. and called roll:

Vice President – Jamie Stull, Present

Secretary/Treasurer – Dr. Kurt Anderson, Present

Board Member – Raymond Ponteri, Absent

A Quorum was declared

Others in Attendance:

Executive Director – Jennifer Horton

Legal Counsel – Joshua Smith

Community Members – Tod Roberts and Steve Newby

Approval of Agenda

Dr. Anderson moved to approve the agenda for the February 1, 2018 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 3-0.

Minutes

Dr. Anderson moved to approve the Regular Board Meeting Minutes of January 4, 2018 as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion; none was brought forward. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

Dr. Anderson moved to approve the Special Board Meeting Minutes of January 9, 2018 as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion; none was brought forward. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

New Members & New Meters

Mr. Stull moved to approve the New Members and New Meters list as presented; the motion was seconded by Dr. Anderson. The Chair called for discussion of the motion. Executive Director Jennifer Horton advised we have fifteen (15) names on the list; ten (10) are new members, and four (4) new meters. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

Customer Issues and Public Input

Mr. Steve Newby approached the Board of Directors to discuss the policy regarding tampering fees and the potential to educate our membership on the severity of this fee if there is any damage to Association property. Mr. Newby experienced a leak and upon attempting to turn off his angle valve, it broke. Mr. Newby is now aware of the need to have a shut off valve installed on his side of the meter, and now would like to try to educate the public so that others do not experience the same issues he has had. Ms. Horton suggested we start featuring a policy in each of our newsletters to try to continue to bring awareness to our membership. He would also request a housekeeping lesson to

our Operations staff when servicing Association items while on a members property. Ms. Horton advised we have addressed this concern and stressed the importance of good housekeeping.

Board President Report

Mr. Melton reported we attempted to hold our Annual Meeting, however we were unable to meet quorum. This forced us to recess until March 28, 2018. Dr. Anderson has requested the costs for the Annual Meeting.

Staff Reports

Ms. Horton advised we had a line break in Radium Springs that caused an emergency water outage. The line to our force main also broke over the holiday weekend and is very tender at this point. The entire line will need to be replaced in the near future.

We have implemented new procedures for testing to level up a certification in operations. The goal is to better prepare our staff for obtaining their new certifications.

New Business

None

Unfinished Business

"I, James Melton, having been elected to the Board of Directors of the Doña Ana Mutual Domestic Water Consumers Association do solemnly swear that I will support the Constitution of the United States and the constitution and laws of the State of New Mexico, and will faithfully and impartially discharge the duties of this office to the best of my ability."

"I, Gregory Roberts, having been elected to the Board of Directors of the Doña Ana Mutual Domestic Water Consumers Association do solemnly swear that I will support the Constitution of the United States and the constitution and laws of the State of New Mexico, and will faithfully and impartially discharge the duties of this office to the best of my ability."

Dr. Anderson nominated Mr. Melton to continue as Board President. Mr. Stull seconded the nomination. The Chair called for further nominations to which none was brought forward. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0.

Dr. Anderson nominated Mr. Stull to continue as Board Vice President. Mr. Roberts seconded the nomination. The Chair called for further nominations to which none was brought forward. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0.

Mr. Stull nominated Dr. Anderson to continue as Board Secretary Treasurer. Mr. Roberts seconded the nomination. The Chair called for further nominations to which none was brought forward. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0

"I, Kurt Anderson, having been appointed to Secretary Treasurer of the Doña Ana Mutual Domestic Water Consumers Association do solemnly swear that I will support the Constitution of the United States and the constitution and laws of the State of New Mexico, and will faithfully and impartially discharge the duties of this office to the best of my ability."

“I, Jamie Stull, having been appointed to Vice President of the Doña Ana Mutual Domestic Water Consumers Association do solemnly swear that I will support the Constitution of the United States and the constitution and laws of the State of New Mexico, and will faithfully and impartially discharge the duties of this office to the best of my ability.”

“I, James Melton, having been appointed to President of the Doña Ana Mutual Domestic Water Consumers Association do solemnly swear that I will support the Constitution of the United States and the constitution and laws of the State of New Mexico, and will faithfully and impartially discharge the duties of this office to the best of my ability.”

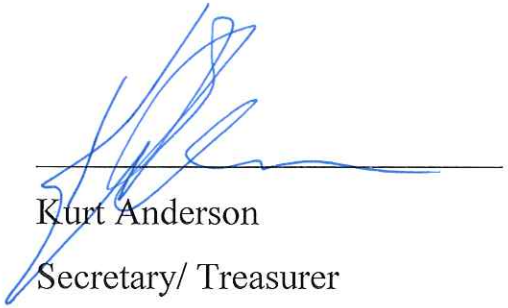
Open Discussion

Mr. Roberts has been approached by members from his district about the status of the Via Norte Project. Ms. Horton confirmed the contract is still being reviewed and we currently do not have a time frame for when this project will be awarded.

Mr. Melton presented to the Board an opportunity to consider providing all our documents in both English and Spanish. Mr. Smith advised English is the only requirement for providing documents. Ms. Horton reminded the Board that we do disclose on every agenda that if an interpreter or language assistance is needed to please contact Stephanie Nelson for support.

Adjournment

Dr. Anderson moved to adjourn at 10:27 a.m. with a second from Mr. Stull. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0.



Kurt Anderson
Secretary/ Treasurer

3/1/18
Date