



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, November 21, 2019 convened at 9:02 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 – Paul Maxwell, Present

A Quorum was declared

Others in Attendance:

Executive Director – Jennifer Horton

De'Aun Willoughby – Willoughby CPA, PC

Starla Sharp – Willoughby CPA Firm

Approval of Agenda

Dr. Maxwell moved to approve the agenda as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. There was no further discussion. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0.

Minutes

Dr. Maxwell moved to approve the Regular Board Meeting Minutes of November 7, 2019 as presented; the motion was seconded by Dr. Anderson. The Chair called for discussion of the motion. There was no further discussion. The Chair called for a vote on the minutes; the motion carried by roll call vote 4-0.

Approval of New Members & New Meters

Dr. Anderson moved to approve the New Members and New Meters as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Discussion was made by Ms. Horton. Ms. Horton referred to the New Members and New Meters list. She pointed out there were 14 names on the list. She stated all 14 are new members and 1 is a new meter. The Chair called for discussion. There was no further discussion. The Chair called for a vote on the motion; the motion carried by roll call vote 4-0.

Customer Issues and Public Input

None

Board President Report

President Melton stated he addressed members in the North Valley area. He asked if they have noticed any changes to the pressure or discolored water. President Melton mentioned they stated there was no observation to any change.

Staff Reports

Ms. Horton stated she had no reports to discuss.

New Business

None

Consent Agenda

None

Unfinished Business

Ms. Horton introduced De'Aun and Starla with De'Aun Willoughby CPA Firm. She stated De'Aun will be presenting the 2018 Audit. Ms. Horton clarified this presentation is for last year's audit, not the current audit that is being performed. Ms. Willoughby stated there is a new State Auditor, Mr. Colón. She continued to state Mr. Colón has required a formal presentation of the audit. The new requirement is to speak to the governing body in a public meeting. Ms. Willoughby discussed the Financial Statements Findings Report. She recapped the prior year and stated there were no findings. She continued with the 2018 Audit Findings, there was one finding. She referred to: 2.42.2.9 NMAC 1978; Reimbursement of Actual Expenses in Lieu of Per Diem Rates. It was stated the cause was an oversight. It was also recommended before reimbursing an employee for business travel, there should be a review of the travel reimbursement log for any discrepancies. The employee was notified of the mistake and agreed to pay it back in full. Dr. Maxwell asked if that finding was considered insignificant. Ms. Willoughby stated yes; other matter is how it would be reported. Ms. Willoughby also discussed PERA Pension Liabilities. She stated the net position as a percentage of the total pension liability was at 73.74% for 2017-2018.

Open Discussion

Mr. Stull had no discussion.

Dr. Maxwell inquired about the status of the fire hydrants. Ms. Horton stated hydrants came in two weeks ago for the Picacho Hills area. She further stated as time permits, they will be replaced. Dr. Anderson asked about the hydrants for the Dona Ana area. Ms. Horton stated hydrants have not been ordered at this time for the Dona Ana area.


Ms. Horton stated a few fire hydrants pulled during the replacement would be given to Mr. Crespin, Deputy Fire Chief of Dona Ana Fire Emergency Services for training purposes. ISO will give them points for training on the hydrants. Dr. Anderson inquired about the process to give scrap to the fire department. Ms. Horton stated it was a government to government transfer. She continued to say it would be transferred to Dona Ana County. Ms. Horton stated there is no value to the hydrants, they do not work. Ms. Horton further advised there would be a resolution and the board will need to approve the transfer of 3 hydrant meters. Dr. Maxwell asked if Ms. Horton has heard back from Mr. Crespin with regards to the impact fee. Ms. Horton stated she has not.

Dr. Anderson asked Ms. Horton how often the water content is tested from the wells and if each well is tested separately. Ms. Horton stated the Synthetic Organic Contaminants (SOC's) and Volatile Organic Compound (VOC's) are tested annually by the environment department. She stated each well is tested separately.

Dr. Anderson asked for an update on the well status. Ms. Horton stated Well 7 has been put back into service. Well 9, 10 and 15 are not online yet. Ms. Horton advised those wells needed to have some background programming installed to ensure a rotation. President Melton asked about the Supervisory Control And Data Acquisition (SCADA) issues with Well 7. Ms. Horton stated Well 7 is online. She stated Well 11 has electrical power issues and would need to change transformers.

Adjournment

Dr. Anderson motioned to adjourn at 10:00 a.m., with a second from Dr. Maxwell. The Chair called for a vote on the motion. The motion carried by roll call vote 4-0.



Kurt Anderson
Secretary/ Treasurer

12/05/2019
Date