



*Doña Ana Mutual Domestic Water Consumers Association
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The following are the minutes of the Regular Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, October 20, 2022 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 – Kurt Anderson, Present

Board Member – Brian Clouse, (Excused Absence)

Board Member – Clayton Berryman, Present

A Quorum was declared

Others in Attendance:

Legal Counsel- Josh Smith

Executive Director- Jennifer Horton

Office Manager- Margo Lopez (Excused Absence)

Executive Assistant- Shelby Sandoval

Approval of Agenda

Dr. Anderson moved to approve the agenda as presented; the motion was seconded by Mr. Berryman. The chair called for discussion of the motion. Ms. Horton requested to move item #4 under Unfinished Business to follow item #6. Dr. Anderson moved to approve the agenda as amended, Mr. Berryman seconded. 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 September 15, 2022 as presented; Mr. Berryman seconded. There was a suggested editorial change. Dr. Anderson moved to approve the minutes as amended, Mr. Berryman seconded. There was no discussion, and the motion passed unanimously by roll call vote 4-0.

Customer Issues and Public Input

Mr. Hayhoe was unable to address his concerns with regards to the Picacho Hills Arroyo Sanitary Sewer System Scour Mitigation Study due to a medical condition. However, he did submit his presentation to be reviewed by the Board of Directors. President Melton stated on behalf of the Board of Directors he wished Mr. Hayhoe a full and speedy recovery as he expressed his sorrow in learning of his health issues.

Board President Report

President Melton mentioned things are moving along smoothly. However, there have been intermittent power outages in the Radium Springs area that have continued.

Staff Reports

Ms. Horton stated financials have been provided for the month of September. She reviewed the Budget Report listing the revenue of \$2 million, expenditures of \$1.49 million with grant receivables of \$1.2 million while carrying \$1.2 million in receivables, leaving a negative for the month. She stated they will see a negative until the reimbursements start coming in, as she is waiting on the state for reimbursement. President Melton mentioned to Ms. Horton the report provided was dated for 2021. Ms. Horton apologized and stated she would email the Board of Directors the correct financials for their review. She continued with the Check listing report and pointed out a \$199,000 check to D & R Tank as they are actively working on the water tanks. She stated Caliper Construction had large checks issued for the Parking Lot Improvement project and everything else was standard. Ms. Horton stated the Balance Sheet is a current cash position and reported the cash position was trending up and will continue to see it grow with some fluctuation due to reimbursements and larger checks to be paid out for the Lift Station and Southeast Collection projects.

Ms. Horton provided a written report on Project Updates, Funding Applications, Subdivisions, and Other Matters were reported.

Ms. Horton provided a Water Rights update as of September 30, 2022 and further stated there were no changes from the last meeting.

Ms. Horton stated the applications for the Southeast Collection project are currently being accepted and have received 461 completed applications.

Ms. Horton provided a written Customer Service and Operations Report.

Ms. Horton reported on the Well Data Update. She stated Well 7 is inactive and is pending materials due to the supply chain issues. She mentioned Well 15 and 11 are both active and online and Well 5 is online as the sand separator was replaced.

Ms. Horton reviewed the Pump vs Sold report. She reported a water loss of 11%.

Ms. Horton shared she attended a meeting for a legislative committee hearing to discuss the regionalization bill regarding moving away from small mutual domestics and further discussion ensued.

Unfinished Business

Dr. Anderson moved the Approval of September New Members & Meters as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Ms. Horton indicated most of the connections in Districts 1 & 3 are Hakes Brothers and Desert View homes, with about ½ of them in District 2. There was no further discussion, and the motion passed unanimously by roll call vote 4-0.

Dr. Anderson moved the Approval of Grant Agreement 22-G2324-STB; the motion was seconded by Mr. Berryman. The Chair called for discussion of the motion. Discussion was initiated by Ms. Horton. Ms. Horton stated this is for \$100,000.00, a Capital Outlay grant that came from Representative Rubio. This is to go toward the purchase of sewer cleaning equipment. Ms. Horton stated the next budget cycle she would look for money to pair with it for the purchase of a vactor truck. President Melton inquired on the time left to spend the money and Ms. Horton clarified June 30, 2024. There was no further discussion, and the motion passed unanimously by roll call vote 4-0.

Dr. Anderson moved the Approval of Grant Agreement 22-G2325-STB; 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 for a planning document for \$75,000.00 to do wastewater planning for the East Central Collection System. Ms. Horton stated Senator Steinborn gave this to cover the majority of the \$90,000.00 to do the planning document for what will most-likely be a plan for a gravity system. There was no further discussion, and the motion passed unanimously by roll call vote 4-0.

Dr. Anderson moved the Approval of Contract 2018-03 Task Order #4 East Central Wastewater Collection System PER; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Discussion was initiated by Ms. Horton. Ms. Horton stated there will need to be a correction to the contract as it is listed as East Mesa not East Central. Ms. Horton stated this is a planning document, it is for \$90,540.00 and referenced the map for the area to be covered and further discussion ensued. There was no further discussion, and the motion passed unanimously by roll call vote 4-0.

Board Open Discussion

President Melton expressed his concern for the supply issues with regards to the Dona Ana System. He suggested when establishing the ICIP to consider well replacements. Ms. Horton clarified there is a tank within the top 10 of the ICIP list and stated it would be cheaper to bid a design build for wells than having it on the ICIP list and further discussion ensued.

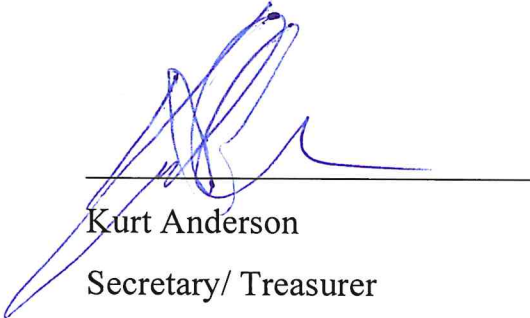
President Melton mentioned an email he and Ms. Horton received from a member with regards to large water loss and the data logging fees. The member suggested to

waive the data logging fee as they believe this would encourage members to use this tool to check for leaks that may go unnoticed. President Melton responded to the email; it would be examined when considering the customer policy at its next review.

Adjournment

Dr. Anderson motioned to adjourn at 11:50 a.m., with a second from Mr. Berryman.

The motion passed unanimously 4-0.



Kurt Anderson
Secretary/ Treasurer

11/02/22
Date