



*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, June 21, 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 – Dan Hortert, Present

Board Member – Tod Roberts, Present

A Quorum was declared

### **Others in Attendance:**

Executive Director – Jennifer Horton

Legal Counsel – Joshua Smith

### **Approval of Agenda**

Dr. Anderson moved to approve the agenda for the June 21, 2018 Regular Board Meeting as presented; the motion was seconded by Mr. Roberts. The Chair called for discussion of the motion. Ms. Horton requested we remove Item 6 as we are not ready to proceed. The Chair called for a vote on the motion. The motion carried by roll call vote 5-0.

## **Minutes**

Dr. Anderson moved to approve the Regular Board Meeting Minutes of June 7, 2018 as presented; the motion was seconded by Mr. Hortert. The Chair called for discussion of the motion. Dr. Anderson requested more transparency regarding the award for the replacement operations vehicle. Dr. Anderson amended his motion to include the changes to which Mr. Hortert seconded. The Chair called for a vote on the amended motion; the motion carried by roll call vote 5-0.

## **New Members & New Meters**

Dr. Anderson moved to approve the New Members and New Meters list as presented; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Ms. Horton advised we have twenty-two (22) names on the list; twenty (20) are new members and we have (3) new meters. The Chair called for a vote on the motion; the motion carried by roll call vote 5-0.

## **Customer Issues and Public Input**

None

## **Board President Report**

Mr. Melton stated business is moving along per usual at the Association.

## **Staff Reports**

Ms. Horton summarized the customer service report. We have been working on closing the fiscal year to begin a new one in July. We will bring our budget to the next Regular Board Meeting. The project along Via Norte is going well. We have completed the bid for the Picacho Hills Wastewater Treatment Plant (WWTP). We expected an increase due to the new tariffs, however what we received is considerably higher. We

have funding in the amount of 2.5 million dollars for construction and construction observation. Our low bid came in at 4.8 million dollars, with a base bid of 3.7 million dollars. Ms. Horton has contacted New Mexico Environment Department for assistance in locating funding in order to make this a viable project. We purchased the WWTP with an administrative order against it with the understanding that we would actively make a good faith effort in bringing it to compliance.

### **New Business**

None

### **Unfinished Business**

Dr. Anderson moved to approve Resolution 2018-09 Authorization of Match for CIF-4634; the motion was seconded by Mr. Hortert. The Chair called for discussion of the motion. Ms. Horton explained this Resolution was passed at the last meeting, however the funding amount changed after the meeting was complete. We received the notice of award was increased and so we had to change our match requirement. This is good news. The Chair called for a vote on the motion; the motion carried by roll call vote 5-0.

Mr. Hortert moved to approve Resolution 2018-011 Infrastructure Capital Improvement Plan (ICIP); the motion was seconded by Dr. Anderson. The Chair called for discussion of the motion. Ms. Horton presented the 2020-2024 ICIP while summarizing the top anticipated projects. This does get adjusted and reviewed annually. The completion of any project is dependent on securing available funding. The current listing features projects that are the most critical and most likely to receive funding. The Chair called for a vote on the motion; the motion carried by roll call vote 5-0.


Mr. Hortert moved to approve the Purchase of a Replacement Truck; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Ms. Horton explained this is not a second vehicle purchase. This is the truck that was approved at the last meeting, however when we called the dealership after the meeting was complete we were advised the vehicle was sold. We contacted the original low bidder to see if they were able to find a truck to meet our specifications. They were able to complete the order. The Chair called for a vote on the motion; the motion carried by roll call vote 5-0.

### **Open Discussion**

Dr. Anderson requested excused absences for the month of July.

### **Adjournment**

Mr. Stull moved to adjourn at 9:40 a.m., with a second from Mr. Hortert. The Chair called for a vote on the motion. The motion carried by roll call vote 5-0.



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Kurt Anderson  
Secretary/ Treasurer

8/02/2018  
Date