



*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, March 28, 2024 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:

Secretary/Treasurer – Kurt Anderson, Present

Board Member – Brian Clouse, Excused Absence

Board Member – Clayton Berryman, Excused Absence

Board Member – Brian Cox, Present

A Quorum was declared.

Others in Attendance:

Executive Director- Jennifer Horton

Office Manager- Margo Lopez

Executive Assistant- Shelby Morales

Weise Development- Zack Smith

Approval of Agenda

Dr. Anderson moved to approve the agenda as presented; the motion was seconded by Mr. Cox. The chair called for discussion of the motion. There was no further discussion, and the motion passed unanimously by roll call vote 3-0.

Minutes

Dr. Anderson moved to approve the Regular Board Meeting Minutes of February 15, 2024 as presented; Mr. Cox seconded. There was no further discussion, and the motion passed unanimously by roll call vote 3-0.

Customer Issues and Public Input

None

Board President Report

President Melton stated he believed everything was going well and will wait for Ms. Horton to share the personnel matters under Closed Session.

Staff Reports

Ms. Horton stated financials have not been provided for the month of February and she will send them out for their review via email next month.

Ms. Horton provided a written Customer Service Report for their review and stated there was not an Operations Report for this month due to personnel matters that she will discuss under Closed Session.

Unfinished Business

None

Closed Session

Dr. Anderson moved to enter Closed Session as authorized by the Open Meetings Act, New Mexico Statutes Annotated, Section 10-15-1, Subsections H (2), H (7), and H

(8) the following portion of the Board Meeting will be conducted in closed session: Personnel Matters as presented; the motion was seconded by Mr. Cox. A roll call vote was taken, motion carried unanimously 3-0, and at 9:07 a.m. the Board of Directors went into Closed Session.

Dr. Anderson moved to exit Closed Session and enter back into Open Session; the motion was seconded by Mr. Cox, a roll call vote was taken, motion carried unanimously 3-0, and the Board of Directors at 9:22 a.m. went back into Open Session.

President Melton stated:

In accordance with the Open Meetings Act, New Mexico Statutes Annotated, Section 10-15-1, Subsections H (2), H (7) and H (8) the portion of the board meeting conducted in Closed Session requires no action to be taken in open session.

Board Open Discussion

Dr. Anderson asked for an update on the project on El Camino Real; Spartan Construction. Ms. Horton stated the force main is complete and they are working on the Lift Station and have completed the coating. She further stated the project is not completed and there is no expected date of completion at this time. Ms. Horton shared the \$2,500.00 a day of liquidated damages has yet to be acknowledged and the liquidated damages exceed the amount that is owed.

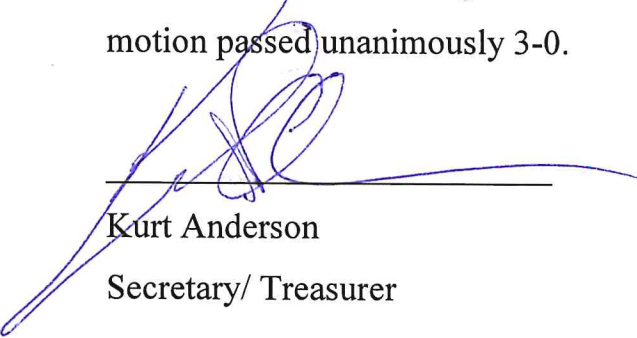
Ms. Horton stated she will be out of the office the week of April 15th for the New Mexico Rural Water Conference. She announced she would be stepping down as President of New Mexico Rural Water, however, she will remain on the board. She

further shared she will be taking her vacation the first week of June and will be unavailable, however, Ms. Lopez will be.

President Melton inquired about status of Mr. Colquitt's meter change out. Ms. Horton stated it has been completed and there were no issues.

Adjournment

Mr. Cox motioned to adjourn at 9:30 a.m., with a second from Dr. Anderson. The motion passed unanimously 3-0.



Kurt Anderson
Secretary/ Treasurer

4/18/24
Date