



Doña Ana Mutual Domestic Water Consumers Association
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The following are the minutes of the Special Board Meeting of the Doña Ana Mutual Domestic Water Consumers Association Board of Directors, December 21, 2015, 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- Mr. Melton called the meeting to order at 9:00 A.M. and called roll:

Vice President- Jamie Stull, Excused

Board Member- Kay Trujillo, Present

Board Member- Kurt Anderson, Present via Telephone

Others in Attendance:

Executive Director- Jennifer Horton, Present

Projects Manager- Abenicio Fernandez, Present

Administrative Assistant- Edward B. Salomon, Present

Approval of Agenda

Mr. Anderson moved to approve the agenda as presented; the motion was seconded by Mrs. Trujillo. 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

Mr. Anderson moved to approve the Regular Board Meeting Minutes of December 8, 2015 as presented; the motion was seconded by Mrs. Trujillo. 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.

New Members & New Meters

Mr. Anderson moved to approve the New Members and New Meters list as presented; the motion was seconded by Mrs. Trujillo. The Chair called for discussion of the motion; Mrs. Horton stated that there were eight (8) new members and one (1) new meter. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

Customer Issues & Public Input

Mr. Hayhoe informed the Board of Directors that the Fire Marshall would be retiring at the end of 2015.

Mr. Hayhoe also asked if there had been any discussion about billing adjustment for members with water leaks. Mr. Melton explained that he would be responding to Mr. Hayhoe formally through a letter. Mr. Melton stated that Doña Ana MDWCA would not make a policy for billing adjustments for leakages.

Mr. Hayhoe asked about the status of the meter testing for Association Member Mrs. Trujillo. Mr. Melton said that the meter in question was still at the manufacturer for testing and is awaiting results. Mr. Melton also clarified to Mr. Hayhoe that in the future the Board of Directors will not discuss billing issues of other Members with someone other than the account holder unless there is a legally executed Limited Power of Attorney.

Board President Report

Mr. Melton had nothing to report.

Unfinished Business

Mr. Anderson moved to approve the Fairview Water System Improvements Project Construction Contract as presented; the motion was seconded by Mrs. Trujillo. The Chair Called for discussion of the motion. Mrs. Horton discussed that the lower bidder was Morrow Enterprise in the amount of \$1,091,513.00 for the base bid and \$10,377.00 for additive alternative #1. The price for the base bid nor alternative #1 include gross receipt tax. Mrs. Horton also noted that additive alternative #1 would be paid for from fund 900 rather than the Drinking Water Loan because the Environmental Assessment did not include the area for additive alternative #1. Mrs. Horton also read the bids from the other bidders. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.


Mr. Anderson moved to approve Resolution 2016-01 Open Meetings Compliance as presented; the motion was seconded by Mrs. Trujillo. 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.

Mr. Anderson moved to approve the Annual Membership Meeting Agenda as amended; the motion was seconded by Mrs. Trujillo. The Chair Called for discussion of the motion. Mrs. Horton mentioned a few mistakes on the agenda that needed to be corrected: the date of the 2015 Annual Membership Meeting Minutes and the year on the Open

Meetings Act Resolution. Mr. Anderson wanted to add Announcement of the newly elected Board of Directors to new business. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

Adjournment

Mr. Anderson moved to adjourn at 9:31 A.M.; the motion was seconded by Mrs. Trujillo. The Chair called for a vote on the motion: and the motion carried by roll call vote 3-0.



James F. Melton, Board President

26 Jan 2016
Date