



*Doña Ana Mutual Domestic Water Consumers Association*  
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The following minutes are from the Special Board Meeting of Doña Ana Mutual Domestic Water Consumers Association Board of Directors, January 09, 2017; convened at 9:00 A.M. in the Doña Ana Mutual Domestic Water Consumers Association Board Room located at 5535 Ledesma Mr., 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 – Raymond Ponteri, Excused Absence

Board Member – Justin Sparks, Excused Absence

### **Others in Attendance:**

Executive Director – Jennifer Horton

### **Approval of Agenda**

Dr. Anderson moved to approve the agenda for the January 9, 2017 Special Board Meeting as presented; the motion was seconded by Mr. Stull. 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.

### **Customer Issues and Public Input**

No Public Input was brought forward

## **Unfinished Business**

Dr. Anderson moved to approve Item One (1), approval of Resolution 2017-02 Authorization and Approval for the Submission of a Completed Application for Financial Assistance Project Approval to the New Mexico Finance Authority for the Colonias Infrastructure Fund; the motion was seconded by Mr. Stull. The Chair called for discussion of the motion. Executive Director Jennifer Horton advised this request allows us to submit an application for \$1.5 million to New Mexico Colonias Infrastructure for the next phase of the Southeast Collection System in order to begin collecting sewer. They did fund the first phase of this project for the vacuum station. This is a project that we can complete street by street so whatever funding we able to obtain will allow us to keep moving forward. This is a 90/10 split with an additional 10% match resulting in 90% grant, 10% loan, and 10% matching funds. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0:

## **Open Session**

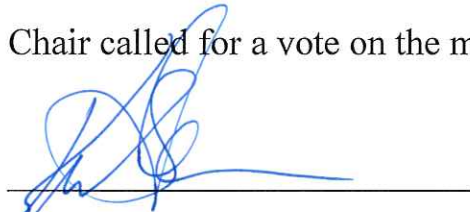
Executive Director Jennifer Horton advised we have received an email from a member upset about the nonpayment fees she has incurred. Mrs. Horton provided an account transaction report to each Board Member showing she has not made payments for two months. Mr. Melton advised this person claimed to be on ACH; however there was a typographical error from whoever completed her forms. This is not an error we can claim responsibility for as each member is required to complete forms for any updates or changes to their accounts. The billing does state our policies on the back of each statement. We will update the wording on our billing to try to simplify when their bill is due.

Our contractor, Smith Co, has had a hydrant meter stolen for the third time. Our policy requires a \$1500 deposit per hydrant meter, \$250 of which is nonrefundable. The deposit is this high as each meter costs around \$1200. The contractor is upset as they

have chained the meters, but the chains keep getting cut and our policy is to not allow anyone other than an Association employee to touch the hydrant. Hydrants are very sensitive and if not worked correctly can result in the need for excess flushing. We have tried to see if their hours can coincide with the Association's in order to avoid excessive over time for our Operations Department. Smith Co responded that their day starts at 7:00 a.m. The Board advised Smith Co will either need to cover the deposit or overtime costs.

**Adjournment**

Dr. Anderson moved to adjourn at 9:25 a.m.; Mr. Stull seconded the motion. The Chair called for a vote on the motion: the motion carried by roll call vote 3-0.



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Kurt Anderson  
Secretary/ Treasurer

2/2/12  
Date