



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, September 22, 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

Secretary/ Treasurer- Agnes Balizan, Excused

Board Member- Kay Trujillo, Present

Board Member- Kurt Anderson, Present

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 September 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. The Chair called for a vote on the motion; the motion carried by roll call vote 3-0.

Board President Report

Mr. Melton reports:

Mr. Melton reported that day to day operations at Doña Ana Mutual Domestic Water Consumers Association (MDWCA) have been reasonably quiet. Mr. Melton had nothing else to include in his report.

Executive Director

Mrs. Horton Reports:

1. The New Mexico Environment Department (NMED) and the New Mexico Board of Finance (BOF) has approved transfer of title to the Doña Ana Wastewater Collection System from the County to the Association, leaving approval by the US Department of Agriculture as the only one still lacking. Indications are that might not occur for as at least six months.

2. Closing date for the \$2,750,000 Drinking Water State Revolving loan has been set of November 20, 2015 for the Fairview waterlines and a portion of the water tanks in Picacho Hills.

3. We will be closing on an additional \$3,000,000 around November 30, 2015 for the remaining funding of the Picacho Hills water tanks and distribution lines.

4. The low bid which was submitted for the Supervisory Control and Data Acquisition (SCADA) implementation project exceeded the estimate by \$186,000, necessitating either a reduction in the scope of the project or utilization of reserve funds for the excess. {The Board favored the latter course of action and the Executive Director was directed by the Board of Directors to prepare a budget amendment for action at a future meeting.}

5. Linda Morina, Customer Service Representative III, has resigned effective September 19, 2015 due to on-going health issues. Search for a replacement is ongoing.

6. The Board of Directors was reminded of the Special Meeting of the Board of Directors on September 24, 2015 for the purpose of awarding the SCADA implementation project Contract, for which bids close on September 21, 2015.

7. The Executive Director and several members of the staff will be in travel status to Chicago from September 25, 2015 thru October 1, 2015 attending the conference will be Abenicio Fernandez, Orlando Parra, and Raymond Parson.

8. Plans were finalized for Mr. Melton and Mrs. Trujillo to attend the WaterPRO Conference in Oklahoma City September 27, 2015 thru October 1, 2015.

Unfinished Business

Mr. Anderson moved to approve Contract Package 6324372 for Fairview II Water System Improvement Project 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 Contract Package 6324322 for the 2015 Force Main Wastewater Improvement Project 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 Contract Package 6324350 for District 5 PRVs Water System Improvement Project 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.

Open Discussion

Mr. Anderson inquired concerning progress of the rate study currently underway and

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Mrs. Horton reported that requests for data are still being received and input provided to the contractor. The hope is for completion within 60 days.

Mr. Anderson also initiated a discussion concerning reserve funds and the financial status of the Association.

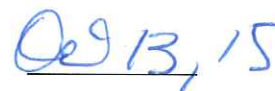
Adjournment

Mr. Anderson moved to adjourn at 9:41 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.



Secretary/ Treasurer

Mrs. Agnes Balizan



Date