

Alto Lakes Water & Sanitation District Final Meeting Minutes May 23, 2013

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, May 23, 2013**, in the Conference Room of the ALW&SD Office located at 214 Lake Shore Drive, Alto, NM.

Call to order and roll call

Chairman Knorr called the meeting to order at 9:00 AM and Asst. Secretary Brewington conducted roll call. Chairman Knorr, and Directors Parker, Decker, and Pope were present.

Pledge of Allegiance

Approval of minutes for April 25, 2013 Regular Board Meeting

Director Decker made a motion to accept the minutes of the April 25, 2013 Regular Board Meeting as corrected. The motion was seconded by Director Parker and carried unanimously.

Approval of Agenda

Director Pope made a motion to approve the agenda as presented, and to allow the Chairman to address the agenda items in the order that best facilitates the meeting. The motion was seconded by Director Decker and carried unanimously.

Consent Agenda

1. **Expenditures:** Purchases / Payroll / Accounts Payable. There were no purchases, payroll, or accounts payable requiring Board approval.
2. **Approve Leak Credits:** There was one leak credit request presented totaling \$198.23.
3. **ACH Payments:** Online payments totaling \$17,108.19 were made during April 2013.

Director Pope made a motion to approve the Consent Agenda as presented. Motion was seconded by Director Decker and carried unanimously.

Reports

District Manager's report

Water system update: District Manager Edington reported that the system is currently operating well with all production goals being met for domestic, commercial and irrigation demands.

Gallons produced during April totaled 15,936,900, and gallons sold totaled 13,471,160. Production vs Sold difference is 15.5%; flushing and known leaks totaled 712,700 gallons, adjusting loss to 11%. There were 11 more active accounts during April over the same period last year with average usage per meter down approximately 270 gallons per meter compared to last April.

Manager Edington requested Board consideration of increasing ALW&SD water conservation status from “Normal” to “Moderate”. Ordinance directs “Normal” status if production capacity is 120% of estimated demand, and “Moderate” status if production capacity is 100% of estimated demand...the District is currently capable of meeting 100% of projected demand.

Director Decker made a motion to increase the ALW&SD conservation level from “Normal” to “Moderate”, and to update the Alto entrance signs to “Moderate” conservation level. The motion was seconded by Director Pope and carried unanimously.

Field Supervisor Osborn and his crew continue to watch for leak indicators and to repair leaks as they are discovered.

Wastewater system update The system is meeting required treatment goals but is still in violation of permit due to discharge location.

Solid waste update Manager Edington presented solid waste pull statistics by Sierra Contracting for April 2013; there were 5 pulls with 150 cy's of green waste of which 92% was yard waste and 8% was forest waste with the collection of \$490.35 in additional fees, 3 pulls with 21.97 tons of trash, 1 pull with 0.75 tons cardboard, 1 pull with 1.5 tons of paper, 0 tons miscellaneous with collection of \$341.88 in fees, 0 tons metals (r/o not full), 0 tons ash, and 0 tons aluminum cans .

Customer issues Manager Edington outlined a request from Mr. Eric Hamilton requesting consideration that his two adjoining lots, DPW 2, T41A and T41B be considered one lot for ALWSD Fire Protection services. The two designated lots cannot be officially replated into one designation (DPW 2-T41A&B) due to location of the District's active water line located under the dividing line of these two lots. Director Decker made a motion to allow for a onetime designation combination of the lots for Fire Protection billing purposes only, and in addition, that Mr. Hamilton be reimbursed for previous separate lots overpayment amounts. The motion was seconded by Director Pope and carried unanimously.

Regulatory update None

Personnel update None

Projects report Manager Edington will prepare an acknowledgement in recognition of Burn Construction's President Rachel Bustos' excellence in oversight performance during the ALWSD Distribution-A waster line project.

Office Manager's report

Administrative update Office Manager Brewington reported that payment of four filed liens had been received during April in the amount of \$754.02.

Financial reports Brewington presented and reviewed the April 2013 Balance Sheet which includes year-to-date comparison with previous year with breakout of capital reserves, and the April 2013 year to date Budget Report by category.

Regular Business Agenda

Board Member Reports

Manager Edington estimated that the Distribution-A Project should be completed with Burn Construction's final change orders and payment request, and the Water Trust Board's certification of completion, available for signing at the next board meeting

Chairman Knorr presented the outcome of the hearing in Santa Fe concerning Greentree litigation, wherein the Judge summarily dismissed the case, subject to appeal.

Chairman Knorr reported customer upset over Forest Waste measurement requirements.

Discussion and possible action Filling Vacant Board Position

Chairman Knorr presented a letter from Mr. David Winans outlining his experience and expressing his interest in being considered for appointment to complete the term of ALWSD's currently vacant board position. After discussion, Director Parker made a motion to appoint David Winans to complete ALWSD board position #3 until January 2014 elections. The motion was seconded by Director Pope and carried unanimously.

Discussion and possible action on preliminary FY2014 Budget

Chairman Knorr presented the Preliminary FY2014 Operating Budget for Board review and discussion. Director Decker made a motion to approve the Preliminary FY2014 and present it to NMDFA before June 1, 2013 as required. Director Pope seconded the motion which carried unanimously. Asst. Secretary Brewington presented a draft Notice of Public Hearing on June 27, 2013 to consider adopting a resolution amending rates, tolls and fees of the Alto Lakes Water & Sanitation District. Director Parker made a motion to approve the Hearing Notice as written and to authorize required publication notice. The motion was seconded by Director Pope and carried unanimously.

Discussion and possible action on plastics recycling

Manager Edington reported that recycling plastics through the ALW&SD Solid Waste Station is not economical. Recyclers accept only #1 and #2 plastic categories which must be separated from all other plastic categories or they will not be accepted by recyclers. Separation would entail increased labor hours for ALWSD personnel. Director Decker made a motion to stop separating plastics for recycling through the District Solid Waste Convenience Station. The motion was seconded by Director Pope and carried unanimously. Explanation and notice of this change will be mailed to ALWSD Solid Waste Convenience Station customers.

Discussion and possible action on ordinance update (definitions)

Asst. Secretary Brewington presented a draft Notice of Public Hearing on June 27, 2013 for discussion and possible adoption of an ALW&SD Ordinance Amendments to clarify definition between "Forest Waste" and "Yard Waste" for disposal at the ALWSD Solid Waste Convenience Station. Director Decker made a motion to approve the Hearing Notice as written and to authorize required publication notice. The motion was seconded by Director Pope and carried unanimously.

Closed Session to include: discussion of threatened or pending litigation

Director Decker made a motion to enter into closed session for discussion of threatened or pending litigation. The motion was seconded by Director Pope and carried unanimously.

Director Decker made a motion to end the closed session. Motion was seconded by Director Parker and carried unanimously. Chairman Knorr declared the closed session ended at 10:47 a.m.

No board action was taken during closed session, and pursuant to the Open Meeting Act 10-15-1, Sub-paragraph H(8), no discussion was conducted except that related to threatened or pending litigation.

Signing of Official Documents**Board Comments****Announcement of next meeting**

The next regularly scheduled ALWSD Board Meeting will be held on June 27, 2013, to be held at the District Office located at 214 Lake Shore Drive, Alto, NM. Meeting will begin at 9:00 AM in the District Office conference room.

Adjournment

Director Knorr made a motion to adjourn the meeting. The motion was seconded by Director Pope and carried unanimously. Meeting adjourned at 11:32 a.m.

Submitted by:

Delores Brewington
District Board Assistant Secretary