

Alto Lakes Water & Sanitation District
Final Meeting Minutes for July 28, 2011

Alto Lakes Water & Sanitation District held a Regular Board Meeting on Thursday, July 28, 2011 in the Conference Room of the ALW&SD Office located at 214 Lake Shore Drive, Alto, NM.

Call to order and roll call

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

Pledge of Allegiance

Approval of minutes for June 23, 2011 Regular Meeting

Director Knorr made a motion to accept the minutes of the June 23, 2011 Regular Board Meeting as presented. The motion was seconded by Director Pope and carried unanimously.

Approval of agenda

Director Parker made a motion to approve the Agenda with exception to allow the Chairman to address the agenda items in the order that best facilitates the meeting. The motion was seconded by Director Pope and carried unanimously.

Public Hearing on Ordinance 2012-01 amending Water Usage Restrictions

Director Parker made a motion to open the Public Hearing. The motion was seconded by Director Knorr and carried unanimously.

No guests were in attendance.

Director Adamy gave an overview of Ordinance 2012-01, outlining proposed amendments to the ordinance, providing for changes in water usage restrictions.

The ALWSD District Board finds that it is necessary to amend water restrictions to be implemented in the event of reduced water supplies and/or emergency conditions, particularly with respect to high usage residential customers. The Board also finds that the effectiveness of water usage restrictions will be enhanced by providing for penalty charges on the top three tiers of commodity rates during periods of reduced water supply.

After discussion, the Board determined that further research was required to determine restriction level triggers, penalty charges for noncompliance, communication of restrictive levels, etc.

Director Adamy asked if there was anyone present who wished to be heard and opened the floor for comments: There were no comments or questions presented.

Motion was made by Director Decker and seconded by Director Pope to close the public hearing which carried unanimously.

Director Knorr made a motion to table the public hearing until the scheduled ALWSD Regular Board Meeting on August 25, 2011. The motion was seconded by Director Parker 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** Chairman Adamy presented four qualifying leak credit requests totaling \$4,634.92.
3. **ACH Payments** Chairman Adamy presented online payments totaling \$22,812.97 were made during the month of June, 2011.

The total requests for Leak Credits included one that was tabled during the June meeting; Manager Edington had conducted further review of the request to include additional explanation, documentation and discussion with the attendant plumber. Edington recommended inclusion of this leak credit request for approval.

Director Parker made a motion to approve the Consent Agenda as presented. Motion was seconded by Director Pope 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 flushed during June totaled 88,520. Gallons produced totaled 25,908,121 gallons in June, and gallons sold totaled 23,298,926 after billing adjustments. Production vs Sold shows losses of 11%, adjusted to 10% unaccounted for water after factoring in flushing and billing adjustments. There were 5 more active accounts in June over the same period last year. Usage per meter was up 770 gallons over last June.

Mr. Dean Lucky from Parkhill, Smith & Cooper is currently onsite installing the back-up SCADA control system for extra P.C. data protection, as approved at the ALWSD June meeting.

Wastewater system update The system is meeting required treatment goals at this time, but is still in violation of permit due to the discharge location. Twice a week composite sampling for Chloride and Total Dissolved Solid (TDS) levels has begun at the lift stations; once during the week and once on weekends.

Solid waste update The June lease payment from Greentree Solid Waste Authority was received as required. Manager Edington presented solid waste pull statistics for June 2011; there were 15 pulls with 520 cy's of green waste from the Greentree Collection Center, generating \$768.50 collected fees. There were 5 pulls with 35.81 tons of Trash, 1 pull cardboard, 4 pulls with 35 yds of paper, no Ash pulls, 1 pull with 2.25 yds Aluminum Cans, and 1 roll-off pull with 3.93 tons of Miscellaneous , with \$275.17 misc. fees collected, and no metal pulls with \$51.99 metal fees collected.

Customer issues None

Personnel update None

Regulatory update None

Update on Surplus property sales Manager Edington attended the Board of Finance meeting in Santa Fe on June 21st to present the request to sell real property. The Board of Finance approved the sale; Edington has contacted a title company to begin closing on the DPV lots, and has notified the buyer, Mr. James and ALG&CC, Mr. Lewis. Closing has been set for July 29, 2011.

Projects report

Distribution A: Manager Edington reported that "Request for Bids" were advertised the first week of July; 19 responders requested bid packets. A mandatory pre-bid meeting of interested responders was held on July 20th; 15 contractors attended. Bids will be opened August 5th at 3:00 p.m. \$1.3M has been set for actual bid base. Estimated construction start date is Oct 1, 2011, pending State bid approval.

Water Treatment Plant: Completed, but awaiting NMED signoff.

Office Manager's report

Administrative update None

Financial reports Brewington presented and reviewed the June 2011 Balance Sheet which includes year-to-date comparison with previous year, the breakout of capital reserves, and the revenues and expenditures with comparison to Budget Report by category. She also presented a current CD report detailing balances and current interest rates which have dropped dramatically; she is working to maintain the best rates possible.

Manager Edington informed the Board that he had received notice from FEMA that ALW&SD will receive \$4,223.54 in reimbursement of expenses incurred during the "Feb 2011 Big Freeze". Still pending is \$39,000 expense incurred for frozen submersible pump replacements for the two Wastewater Plant lift stations. Director Decker made a motion to authorize Edington to sign the FEMA agreement, approving receipt of \$4,233.54. The motion was seconded by Director Parker and carried unanimously.

Regular Business Agenda

Board Member Reports None

Discussion and possible action on Final FY 2012 Budget

Chairman Adamy presented the final proposed FY2012 Operating and Capital Budgets for review and discussion, and for consideration of Resolution 2012-01 to affirm the FY2012 Operating and Capital Budgets. Director Knorr made a motion to approve and adopt the proposed final FY2012 Operating and Capital Budgets as presented. Director Pope seconded the motion and upon a roll call vote all directors present indicated a ye a vote and Chairman Adamy declared the motion carried unanimously. Office Manager Brewington will file the final budgets with the Department of Finance Administration as required.

Discussion of Solid Waste priorities

Chairman Adamy presented an outline of preparatory research into Solid Waste operations to include:

- Current Operations - Greentree Solid Waste Authority lease, management and operation
- Two possible options for future management and operation (upon current lease expiration):
 1. District operates facility and contracts for waste hauling
 2. Lease facility to contract operator for term of 3 to 5 years (Greentree Solid Waste Authority or a Private Contractor)

Discussion included services, operations and estimated costs of these two approaches to solid waste management and operation. No action was taken.

Closed Session - Discussion and possible action on water rights in Eagle Creek

Director Decker left the meeting prior to the closed session. Director Parker made a motion to move into closed session as allowed by Open Meeting Act 10-15-1, Sub-paragraph H(8) to discuss water rights in Eagle Creek. Motion was seconded by Director Pope and carried unanimously.

Director Pope made a motion to move out of Closed Session. The motion was seconded by Director Parker and carried unanimously. Chairman Adamy declared the closed session ended at 11:49 a.m. Discussion was limited to discussion of water rights in Eagle Creek. Director Knorr made a motion to approve expending \$26,000 to Balleau Groundwater, Inc. for ongoing hydrologic consulting. The motion was seconded by Director Parker and carried unanimously.

Signing of Official Documents

Board Comments None

Announcement of next meeting

Chairman Adamy announced the next Regular meeting of the ALW&SD Board will be conducted on August 25, 2011, 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 12:04 p.m.

Submitted by:

Delores Brewington
District Board Assistant Secretary

