Alto Lakes Water & Sanitation District
Final Meeting Minutes for February 23, 2012

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, February 23, 2012** 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. Directors Knorr, Decker, Pope and Parker were present. Chairman Adamy attended telephonically.

Pledge of Allegiance

Approval of minutes for January 26, 2012 Regular Meeting
Director Parker made a motion to accept the minutes of the January 26, 2012 Regular Board Meeting as presented. The motion was seconded by Director Decker and carried unanimously.

Approval of agenda
Director Knorr 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 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:** There were no leak credit requests.
3. **ACH Payments:** Online payments totaling $14,316.30 were made during January 2012.

Director Parker 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 in January totaled 5,227,100 gallons, and gallons sold totaled 4,064,970. Production vs Sold difference is 22%; flushing and leaks totaled approximately 8% of the difference, leaving 14%, approximately 706,910 gallons, unaccounted for. There were 15 fewer active accounts during January over the same period last year, with average usage per meter down 401 gallons from last year. Chairman Adamy expressed concern of unaccounted water loss in excess of 10%, the average in past years.

The combination meter (master meter), which was inaccurately reading flows into the lake for golf course irrigation during December and January as reported last month, has been repaired. ALG&CC management has agreed to pay for calculated water not billed during December and January due to inaccurate combination meter flow readings.

Wastewater system update The system is meeting required treatment goals but is still in violation of permit due to discharge location. Manager Edington presented results of the ongoing Chloride/TDS Study Lift Station(s) influent and effluent. Moss and Site-C Lift Stations' averages reflect influent 975 mg/L Chloride, and 2,938 mg/L TDS. The Lift Stations' effluent averages reflect 761 mg/L Chloride and 2,792 mg/L TDS. The ALG&CC line reflects 506 mg/L average Chloride and 2.656 mg/L average TDS.

Solid waste update The February lease payment from Greentree Solid Waste Authority was received as required. Manager Edington presented solid waste pull statistics for January 2011; there were 2 pulls with 60 cy's of green waste from the Greentree Collection Center, generating $44.10 collected fees. There were 4 pulls with 28.01 tons of Trash, no cardboard pulls, 2 pulls with .69 yds of paper, 1 pull with 1.42 yds of Ash, 1 pull with .09 yds of Aluminum Cans, and 0 Misc. pulls with $51.47 misc. fees collected,, and 0 metal pulls with $22.05 metal fees collected.

Customer issues Manager Edington and Office Manager Brewington requested direction concerning customer Mary Vanderwall's account. In December, a severe 376,690 gallon leak was discovered at her part-time residence in Alto while she was not in residence. ALWSD staff, unable to reach her, delayed ACH collection to avoid having the customer incur a catastrophic withdrawal due to the extreme usage. Staff has since been advised that she has died and that her estate is in probate. Managers were advised to proceed with the ACH and to advise the estate executor of probable water damage to the Alto house.

Regulatory update None

Personnel update None

Projects report Manager Edington reported that the Water Treatment Plant Phase II Brine Management Study contract has been signed and that Mr. Peter Chan with GHD Engineering will be onsite March 9th and 10th, bringing a Pilot RO to determine the concentrate ability of the brine, with the initial report available by approximately April 4th, 2012. The tests are included in the brine study contract.

Office Manager's report

Administrative update Office Manager Brewington reviewed customer delinquent status, lien warning notices that have been sent out, and liens that have been filed on delinquent owners' property per ordinance regulation. Staff timeline to manage and file liens is being monitored to determine possible ordinance addition of administrative lien cost reimbursement fees.

Financial reports Brewington presented and reviewed the January 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.

Regular Business Agenda

Board Member Reports Chairman Adamy reported that NMED is conducting a Surface Water Quality Study to include the Sacramento Mountains, Rio Bonito, Rio Hondo, Rio Panesco, Aqua Chichia Creek, Sacramento River, Tularosa River and other perennial streams. Eagle Creek is classified as an intermittent stream. Manager Edington will monitor the Study and attend any relevant meetings.

Closed session – pending/threatened litigation on Distribution A

Director Knorr made a motion to enter Closed Session to discuss pending/threatened litigation on Distribution A. Motion was seconded by Director Pope and carried unanimously.

Chairman Adamy declared the closed session ended at 10:56 a.m. Director Pope made a motion to end the closed session. Motion was seconded by Director Decker and carried unanimously. Pursuant to the Open Meeting Act 10-15-1, Sub-paragraph H(8), no discussion was conducted except that related to pending/threatened litigation on Distribution A.

Discussion and possible action on Distribution A

Director Decker made a motion to approve FNF Change Order #2 to reserve conduit for Otero Electric along with ALWSD Water Lines in road easement. Motion was seconded by Director Pope and carried unanimously.

Director Knorr made a motion to allow Manager Edington to enter into a contract with Otero Electric in accordance with legal approval. Motion was seconded by Director Decker and carried unanimously.

Signing of Official Documents None
Board Comments None

Announcement of next meeting
Chairman Adamy announced the next Regular meeting of the ALW&SD Board will be conducted on March 22, 2012, 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 Parker and carried unanimously. Meeting adjourned at 11:04 a.m.

Submitted by:

Delores Brewington
District Board Assistant Secretary