Alto Lakes Water & Sanitation District
Final Meeting Minutes for April 26, 2012

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, April 26, 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 Asst. Secretary Brewington conducted roll call. Chairman Adamy, Director Pope and Director Decker were present. Director Knorr and Director Parker were absent.

Pledge of Allegiance

Approval of minutes for March 22, 2012 Regular Meeting
Director Decker made a motion to accept the minutes of the March 22, 2012 Regular Board Meeting as presented. The motion was seconded by Director Pope and carried unanimously.

Approval of minutes for April 9, 2012 Emergency Meeting
Director Decker made a motion to accept the minutes of the April 9, 2012 Emergency Board Meeting as presented. The motion was seconded by Director Pope and carried unanimously.

Approval of agenda
Director Decker 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 Pope 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 to be considered.
3. **ACH Payments:** Online payments totaling $13,782.47 were made during March 2012.

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 in March totaled 11,003,900 gallons, and gallons sold totaled 9,138,340. Production vs Sold difference is 17%; flushing and known leaks totaled approximately 2% of the difference, leaving 15% unaccounted for. There were 50 fewer active accounts during March over the same period last year, with average usage per meter down 2,238 gallons from last March. Three historically high water users have been identified who have sold their homes this year and the new owners use substantially lower amounts of water. Manager Edington reported that he conducted a study of available water production vs sold records dating back to 1995. He discovered that gallons previously lost averaged 16,000,000 gallons p/year. The current fiscal year to date loss average is 22,000,000 gallons. 25 cataloged leaks have been repaired within the last 6 months, with 5 additional suspected leaks scheduled for repair. Repair of one repetitive pressure leak on Alta Vista will also be scheduled. Underground water leaks are difficult to identify unless water rises to the surface and becomes visible. Field Supervisor Osborn and his crew diligently watch for leak indicators.

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

Solid waste update The April lease payment from Greentree Solid Waste Authority was received as required. Manager Edington presented solid waste pull statistics for March 2011; there were 3 pulls with 135 cy's of green waste from the Greentree Collection Center, generating $75.60 collected fees. There were 3 pulls with 21.29 tons of Trash, no cardboard pulls, 2 pulls with .0.98 yd of paper, 1 pull with .07 yd of Ash, 2 pulls with 0.06 yds Aluminum Cans, and 1 Misc. pull of 3.6 tons with $470.46 misc. fees collected, and 0 metal pulls with $18.39 metal fees collected. GTSWA Manager, Debra Ingle, had spoken with Manager Edington about widening the gates on the east end of the Alto solid waste yard and the possible replacement of the current swing gate with a sliding gate.

Customer issues Director Pope reiterated that driveway and culvert issues, which result from the Distribution-A construction project construction delay, still need to be cleaned up in his neighborhood.

Regulatory update None

Personnel update None

Projects report The District continues to work with Mr. Peter Chan with GHD Engineering on the brine study for water softening feasibility, nanofiltration vs reverse osmosis for Water Treatment Phase II.

Office Manager's report
Administrative update None
Financial reports Office Manager Brewington presented and reviewed the March 2012 Balance Sheet which includes year-to-date comparison with previous year with breakout of capital reserves, the March 2012 Budget Report by category, and the current Lien Status Report.

Regular Business Agenda

Board Member Reports None

Discussion and possible action on Disability Premium policy
Chairman Adamy explained that a change will be made to the Disability Program administered by Risk Management to comply with Internal Revenue Service requirements, effective July 1, 2012. Currently, the District pays 100% of disability insurance coverage for each fulltime employee. Two options were offered:

1. Require each employee to pay the full disability premium, in which case Risk Management will continue to pay the benefit directly to the employee
2. The District continue to pay the premium for the employee, in which case Risk Management will no longer pay the benefit to the employee, but rather will pay any benefit to the District, to withhold IRS taxes as required and pay the employee

Chairman Adamy expressed concern over extra staff time involved in implementation of Option #2. Director Decker made a motion to approve Option #1 and to increase each fulltime employee's pay by the cost of the disability plan deduction from their pay to offset and cover the plan cost, and wherein Risk Management will continue to pay the benefit directly to the employee. Motion was seconded by Director Pope and carried unanimously.

Discussion and possible action on Notice for Prelim Budget Hearing for May regular meeting
Chairman Adamy presented a draft notice of preliminary budget public hearing during the regularly scheduled ALWSD Board Meeting on May 24, 2012 to consider adopting a Preliminary Budget for FY 2013. Director Decker made a motion to authorize the public hearing and to publish required notice of the open hearing as presented. Motion was seconded by Director Pope and carried unanimously.

Discussion and possible action on Water Rights Survey for 2004-2005 ALWC rights transfers
Manager Edington explained that the District must obtain plat surveys to fulfill compliance on previous water rights transfers, 1) from domestic to irrigation water rights use as filed in 2004, and 2) domestic use to four Scenic View Ridge lots as filed in 2005. Edington had obtained a survey estimate of $4,000 plus tax, with an additional cost of about $1,500 to Balleau Groundwater to assure properly filed required paperwork. Director Pope made a motion to approve the necessary plat surveys and to authorize $5,500 payment as necessary. Motion was seconded by Director Decker and carried unanimously.

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

Director Pope made a motion to end the closed session. Motion was seconded by Director Pope 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.

Chairman Adamy declared the closed session ended at 10:35 a.m.

Discussion and possible action on Distribution A
The Directors discussed pending litigation on Distribution A in closed session, and at this time there is no action to be taken.

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 May 24, 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 Pope made a motion to adjourn the meeting. The motion was seconded by Director Decker and carried unanimously. Meeting adjourned at 10:40 a.m.

Submitted by:

Delores Brewington
District Board Assistant Secretary