Alto Lakes Water & Sanitation District
Final Meeting Minutes for May 24, 2012

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, May 24, 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 Parker and Director Decker were present. Director Knorr and Director Pope were absent.

Pledge of Allegiance

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

Approval of agenda
Director Parker 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.

Open Hearing on Preliminary Budget including discussion and approval
Director Parker made a motion to open the public hearing. The motion was seconded by Director Decker and carried unanimously.

Chairman Adamy called the Public Hearing to order.

Chairman Adamy presented the Budget Assumptions and the proposed Preliminary FY 2013 Operating Budget for Board review and discussion. Director Decker made a motion to approve the Preliminary FY 2013 Budget, and to present it to NMDFA before June 1st as required. Director Parker seconded the motion which carried unanimously.

Chairman Adamy presented the Preliminary FY2013 Capital Financing Budget for review and discussion, to include focusing on capital objectives based on current funding capability and the review of major planned projects within priority funding timeline parameters.

Director Decker made a motion to close the public hearing. 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 was one leak credit request for $97.49 credit.
3. **ACH Payments:** Online payments totaling $14,434.38 were made during April 2012.

Director Decker made a motion to approve the Consent Agenda as presented. Motion was seconded by Director Parker 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 April totaled 12,577,200 gallons, and gallons sold totaled 11,252,889. Production vs Sold difference is 10.5%; flushing and known leaks totaled approximately 0.01% of the difference, leaving 10.4% unaccounted for. There were 45 fewer active accounts during April over the same period last year with average usage per meter down 1,489 gallons from last April. 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. Influent to system measures 207 mg/l Chlorides and 2,300 TDS.

Solid waste update The May lease payment from Greentree Solid Waste Authority was received as required. Manager Edington presented solid waste pull statistics for April 2012; there were 11 pulls with 355 cy's of green waste from the Greentree Collection Center, generating $$1,233.23 in collected fees. There were 2 pulls with 14.33 tons of Trash, 1 pull with 2.02 yds cardboard, 1 pull with .0.51 yd of paper, 0 Ash pulls, 0 Aluminum Can pulls, 0 Misc. pulls with $179.85 misc. fees collected, and 0 metal pulls with $34.27 metal fees collected.

Customer issues None

Regulatory update None

Personnel update None

Projects report None

Office Manager's report

Administrative update Office Manager Brewington presented and reviewed the ALW&SD Lien Status Report. All liens on foreclosed homes have been paid and the liens released. Current outstanding filed liens are on Fire Protection vacant lots.

Financial reports Brewington presented the April 2012 Balance Sheet which includes year-to-date comparison with previous year with breakout of capital reserves, and the April 2012 Budget Report by category.

Regular Business Agenda

Board Member Reports

Director Parker reported several customer questions regarding the distribution pipeline delays.

Discussion and possible action on FY 2013 Rate Hearing and Resolution

Chairman Adamy presented a draft, "Notice of Public Hearing to consider Resolution amending Rates, Tolls and Fees of the District". 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 Parker and carried unanimously.

Discussion and possible action on RFP for Distribution-A Remediation

Chairman Adamy reviewed Distribution A remediation to include knitting pipe sections together (new install), disinfection testing, and setting fire hydrants to be ready to put into service. An RFP is being prepared to solicit contractor proposals for the remediation work. Director Parker made a motion to authorize Chairman Adamy to sign the RFP for Remediation when ready. Motion was seconded by Director Decker and carried unanimously.

Discussion and possible action on RFP for Solid Waste

Manager Edington reported that the draft request for proposal for solid waste should be ready to review soon. A special meeting may be called for review and possible action when the RFP is completed.

Closed session

Chairman Adamy added a Closed Session for discussion on Distribution A for update purposes. Director Decker made a motion to enter closed session for discussion on Distribution A. Motion was seconded by Director Parker and carried unanimously.

Director Decker made a motion to end the closed session. Motion was seconded by Director Parker and carried unanimously. Pursuant to the Open Meeting Act 10-15-1, Sub-paragraph H(8), no discussion was conducted except that related to Distribution A.

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

Closed Session for Discussion of personnel matters

Director Decker made a motion to enter into closed session to discuss limited personnel matters. Director Parker seconded the motion which carried unanimously.

Director Decker made a motion to end closed session in which only limited personnel matters were discussed under 10-15-1, H-8. The motion was seconded by Director Parker and carried unanimously.

Chairman Adamy declared the closed session ended at 10:45 a.m.

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 June 28, 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 Parker made a motion to adjourn the meeting. The motion was seconded by Director Decker and carried unanimously. Meeting adjourned at 10:50 a.m.

Submitted by:

Delores Brewington
District Board Assistant Secretary