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

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

Pledge of Allegiance

Approval of minutes for July 26, 2012 Regular Board Meeting
Director Parker made a motion to accept the minutes of the July 26, 2012 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 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.

Public Hearing on Ordinance 2013-01 – Solid Waste
Director Knorr made a motion to open the Public Hearing. The motion was seconded by Director Pope and carried unanimously.

Chairman Adamy presented and reviewed proposed Ordinance 2013-01 with Table of Amendments to provide for direct monthly billing of household waste charges to District customers in lieu of quarterly billing by Greentree Solid Waste Authority with no change in charges.

Discussion included the definition of Yard Waste (pine needles, clippings, and tree trimmings not exceeding 2" in diameter and 3' in length) and Forest Waste. Household waste billing will include unlimited yard waste at no charge. Forest waste disposal will be provided at District cost to all property owners.

Director Knorr made a motion to close the public hearing. The motion was seconded by Director Decker and carried unanimously.

Director Knorr made a motion to adopt Ordinance 2013-01 to include striking the solid waste facility charge and increasing the yard waste diameter requirement to 2 inches, and to facilitate the required publication of ordinance adoption. 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 four leak credit requests for a total of $5,414.32 credit.
3. **ACH Payments:** Online payments totaling $19,164.49 were made during June 2013.

Director Knorr 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 produced in July totaled 19,737,487, and gallons sold totaled 18,446,250. Production vs Sold difference is 7%; flushing and known leaks totaled approximately .9% of the difference, leaving 6.1% unaccounted for. There were 29 more active accounts during July over the same period last year with average usage per meter up approximately 42 gallons per meter compared to last July. Static water levels are a within a three year normal curve with no discernable effect from the fires after an initial rise. 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 The August lease payment from Greentree Solid Waste Authority was received as required. Manager Edington presented solid waste pull statistics for July 2012; there were 15 pulls with 525 cy's of green waste (39% pine needles and 61% other yard waste) from the Greentree Collection Center, generating $946.55 in collected fees. There were 4 pulls with 32.37 tons of trash, 1 pull with 2 tons of cardboard, 2 pulls with 0.37 tons of paper, 0 Ash pulls, 1 pull with 0.19 tons of aluminum cans, 1 Misc. pull with 4.8 tons and $349.65 misc. fees collected, and 0 metal pulls with $94.61 metal fees collected.

Customer issues District Manager Edington reported customers' expressed concerns regarding fees charged for disconnection in conjunction with reconnection fees on home sales.

Regulatory update None

Personnel update None

Projects report None

Office Manager's report

Administrative update Office Manager Brewington commended ALWSD billing clerk, Bobbi Guerra, for the outstanding customer service she affords new Alto residents upon sign up for water service. She has developed a collection of handouts relative to water issues in this area; regulations and rates, fire and flash flood information, etc. New and old customers alike know they can count on Bobbi for answers with a smile.

Brewington also advised the Board that New Mexico Department of Finance and Administration has certified the ALWSD final 2012-13 budget as presented.

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

Regular Business Agenda

Board Member Reports None

Discussion and possible action on Solid Waste Proposals

Chairman Adamy advised that Request for Bids was published for Solid Waste Operation Management, and/or Transportation and Disposal Services for the District. The District has received one bid proposal which is being evaluated. Greentree Solid Waste has indicated they plan to submit a "government to government" proposal for solid waste services.

Discussion and possible action on Requests for Bids for Distribution A
Chairman Adamy summarized Souder, Miller & Associates' updated costs for completion of Distribution A, creating a shortfall of approximately $729,000. Reviews of the plans and specs should be completed next week. Director Knorr made a motion to authorize publication of the RFB once all reviews are complete and State approval is received. The motion was seconded by Director Decker and carried unanimously.

Discussion and possible action on Capital Expenditure Priorities
Chairman Adamy reviewed future project priorities and funding possibilities. District Manager Edington and Field Superintendent Osborn will study and vet the proposed projects, and continue to work with the NM Water Trust Board toward grant funding.

Signing of Official Documents Chairman Adamy and Secretary Parker signed Ordinance 2013-01. Asst. Secretary Brewington will facilitate publication of Ordinance approval and official filing of Ordinance 2013-01 with Lincoln County.

Board Comments None

Announcement of next meeting
Chairman Adamy announced the next Regular meeting of the ALW&SD Board will be conducted on September 27, 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 11:25 a.m.

Submitted by:

Delores Brewington
District Board Assistant Secretary