Alto Lakes Water & Sanitation District
Final Meeting Minutes October 25, 2012

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, October 25, 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 attended telephonically and Directors Parker, Decker, Knorr and Pope were present.

Pledge of Allegiance

Approval of minutes for September 27, 2012 Regular Board Meeting

Director Decker made a motion to accept the minutes of the September 27, 2012 Regular Board Meeting as amended. The motion was seconded by Director Knorr and carried unanimously.

Approval of minutes for October 12, 2012 Special Meeting

Director Parker made a motion to accept the minutes of the October 12, 2012 Special Board Meeting as presented. The motion was seconded by Director Decker and carried unanimously.

Approval of agenda

Director Decker made a motion to approve the Agenda with removal of the agenda item, "Discussion and possible action on GSWA request for bond assistance", 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 presented
3. **ACH Payments:** Online payments totaling $17,341.27 were made during September 2012.

Director Knorr 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 September totaled 14,824,700, and gallons sold totaled 13,624,681. Production vs Sold difference is 8.1%; flushing and known leaks totaled approximately .5% of the difference, leaving 7.6% unaccounted for. There was 1 less active account during September over the same period last year with average usage per meter up approximately 751 gallons per meter compared to last September. Field Supervisor Osborn and his crew continue to watch for leak indicators and to repair leaks as they are discovered.

Edington reported problems with Well E-5 during repairs; the pump and motor fell and had to fished out and the hole bailed out, with depth changing from 450 ft. to 436 ft., with 4 ft. depth missing. 100 ft. of new pipe, in addition to a new pump and motor is scheduled for installation on Friday, Oct. 26th, and is scheduled to be back online after disinfection and testing.

Wastewater system update The system is meeting required treatment goals but is still in violation of permit due to discharge location. Engineers are checking into design and of bar screen installation for trash removal.

Solid waste update Manager Edington presented solid waste pull statistics for September 2012; there were 11 pulls with 385 cy's of green waste from the Greentree Collection Center, generating $1,282.05 in collected fees. There were 3 pulls with 21.94 tons of trash, 0 cardboard pulls, 3 pulls with 0.93 tons of paper, 0 Ash pulls, 0 aluminum can pulls, 1 Misc. pull with 45.68 tons and $318.23 misc. fees collected, and 0 metal pulls with $36.83 metal fees collected.

Customer issues None

Regulatory update None

Personnel update Manager Edington reported that field employee, Bill Rodolph attended training in Las Cruces and tested for and passed the Level I Wastewater exam, obtaining his WWI Level Certification.

Projects report None

Office Manager's report

Administrative update Office Manager Brewington commended District office personnel for their generous extra time and effort to facilitate two large mail-outs this month, an effort that included late hours and weekend time as well as the help of staff family members.

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

Regular Business Agenda

Board Member Reports None

Update on status of Distribution A and designate board representative to sign contract

Manager Edington explained that ALWSD is still waiting for SMA's review and final contract with Burn Construction for Distribution A waterline project. Director Parker made a motion to designate Director Knorr as Board representative with authority to sign the contract with Burn Construction once it is approved by legal and financial representatives. Motion was seconded by Director Decker and carried unanimously.

Discussion and possible action on solid waste facilities

Chairman Adamy opened discussion on solid waste service in Deer Park Valley which will no longer have access to GSWA dumpsters along Airport and Fort Stanton roads. Decision was made to mail a short survey to DPV residents requesting their input on the possibility of:

- Alternative compactor locations
- No compactors located in DPV – customers utilize the convenience station

Manager Edington presented three obtained quotes for a Skid Steer Loader for use at the ALWSD Convenience Station yard.

- New Skid Steer Loader – 9 day delivery time with no delivery charge $ 37,750
- Used '07 Loader – 3,200 hours $ 30,000
- Used '05 Loader – 5,300 hours $ 23,000

Director Knorr made a motion to authorize Edington to purchase the new Skid Steer Loader at a cost not to exceed $37,750. Motion was seconded by Director Decker and carried unanimously.

Closed Session to include: discussion of personnel matters and discussion of pending litigation
Chairman Adamy requested a motion to move to closed session for discussion of personnel matters and discussion of pending litigation.

Director Knorr made a motion to enter closed session for discussion of personnel matters and discussion of pending litigation. Motion was seconded by Director Decker and carried unanimously.

Director Decker made a motion to end the closed session. Motion was seconded by Director Knorr and carried unanimously.

Chairman Adamy declared the closed session ended at 10:51 a.m.

No board action was taken during closed session, and pursuant to the Open Meeting Act 10-15-1, Sub-paragraph H(8), no discussion was conducted except that related to personnel matters and to pending litigation.

Signing of Official Documents

Board Comments None

Announcement of next meeting
After Board discussion and due to Thanksgiving holidays in November and Christmas in December, Chairman Adamy announced that during November the board will schedule a Special Meeting if needed, and that the December Regular meeting of the ALW&SD Board will be conducted early, on December 20, 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 Pope and carried unanimously. Meeting adjourned at 11:00a.m.

Submitted by:

Delores Brewington
District Board Assistant Secretary