Alto Lakes Water & Sanitation District
Final Minutes – Regular Board Meeting February 20, 2014

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **February 20, 2014** in the Conference Room of the ALW&SD Office located at 214 Lake Shore Drive, Alto, NM 88312.

Call to Order:
Chairman Knorr called the meeting to order at 9:00 AM and Assistant Secretary Brewington conducted roll call. Chairman Knorr and Director Winans were present; Directors Decker, Bishop and Parker attended telephonically.

Guest: None

Pledge of Allegiance

Approval of Minutes for January 23, 2014 Regular Board Meeting
Director Bishop made a motion to accept the minutes of the January 23, 2014 Regular 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 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 Bishop 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 presented totaling $3,696.08.
3. **ACH Payments:** Online payments totaling $17,726.16 were made during January 2014.

Director Decker made a motion to approve the Consent Agenda as presented. Motion was seconded by Director Bishop and carried unanimously.

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.

The District produced 5,810,200 gallons during January 201 and sold 5,081,621 gallons. Production vs. Sold difference is 12.5%. Flushing and known leaks equaled approximately 200,000 gallons and adjusted losses were 9.1%. There were 3 fewer active accounts in January over the same period last year. Average gallons, per month per residential customer, was down 970 gallons from last year.

Wastewater System Update:
Manager Edington reported that the system is meeting required treatment goals at this time; however, it is still in violation of permit due to the discharge location.

Solid Waste Update:
Manager Edington presented solid waste pull statistics by Sierra Contracting for January 2014.
There were 10 pulls with 300 yds of green waste of which 58.7% was yard waste and 41.3% was forest waste, with collection of $2,090.76 in additional fees, 3 pulls with 18.34 tons of trash, 1 pulls with .63 tons of cardboard, 0 pulls with paper, 1 pull with 4.95 tons of miscellaneous with collection of $250.67 in additional fees, 0 pulls with ash, 0 pulls with aluminum cans, and 0 pulls with metal (r/o not full)

Customer Issues:
None

Personal Update:
Office/Finance Manager hire: Manager Edington advised that Rachel Muldowney has accepted the job offer as proposed, and should be able to report for work on or about March 3, 2014.

Regulatory Update:
Manager Edington submitted the Annual Report on Solid Waste Operations to NMED-SWB earlier this month. The ICIP submission date has been changed by the state to June 16, 2014.

Projects Report
Design of Distribution-B is currently at a 65% level review, performed in December, moving toward 95% design milestone. District project Water Trust Board application has moved on to fundable application (application due March 2014). Edington completed all state certifications, NMED - DWB, SWQB, SWB, DFA, NMFA, and OSE.

Well 5 Deepen - Original well construction of Well E-5 and depth of deepening is being reviewed by OSE and Balleau.

Solid Waste Gates getting touch up paint, completed.

Office Manager's Report
Administrative Update:
Office Manager Brewington presented the current ALW&SD Lien Status Report to include the status of unpaid liens filed, lien warning notices sent and slow payment status.

Financial Reports:
Office Manager Brewington presented and reviewed the January 2014 Balance Sheet which includes year-to-date comparison with previous year with breakout of capital reserves, and the January 2014 year to date Budget Report by category.

Regular Business Agenda

Board Member Reports: None

Discussion and possible action on Resolution 2013-10
Manager Edington presented proposed Resolution 2013-10, authorizing Water Trust Board Application Submission. Director Decker made a motion to approve Resolution 2013-10 as presented. Motion was seconded by Director Bishop, and Board Assistant Secretary Brewington conducted roll call. Chairman Knorr and Directors Winans, Bishop, and Decker each voted yea. The motion carried unanimously.

Discussion and possible action on Resolution 2013-11
Manager Edington introduced proposed Resolution 2013-11; a resolution committing ALW&SD to the operation and maintenance of Distribution-B. After review and amendments, Director Decker made a motion to approve Resolution 2013-11 as amended. Motion was seconded by Director Bishop, and Board Assistant Secretary Brewington conducted roll call. Chairman Knorr and Directors Winans, Bishop and Decker each voted yea. The motion carried unanimously.

Discussion and possible action on Amendment to PER next best water quality technology
Manager Edington presented proposed amendments to the Preliminary Engineering Report concerning water quality. No action was taken at this time.

Discussion and possible action on Waste Water PER
Manager Edington presented the need to focus on the permitting and possible reuse on Golf Course. No action was taken at this time.

Discussion and possible action on Water System Production outlook for spring & summer
Manager Edington presented ALW&SD's current four year Master Plan to reach the threshold around 2016-2017 18 month process. Start the planning procedure, objective end of year. No motion was made at this time.

Public Comments: None

Board Comments: None

Signing of Official Documents
Resolutions 2013-10 and 2013-11 were signed for filing.

Announcement of next meeting
The next regularly scheduled ALWSD Board Meeting will be conducted on March 20, 2014; to be held at the District Office located at 214 Lake Shore Drive, Alto, NM. The meeting will begin at 9:00 a.m. in the District Office conference room.

Adjournment
Director Decker made a motion to adjourn the meeting. The motion was seconded by Director Winans and carried unanimously. Meeting adjourned at 10:53 a.m.

Submitted by:

Delores Brewington
District Board Assistant Secretary