# Alto Lakes Water & Sanitation District
# Final Minutes Regular Board Meeting June 26, 2014

Alto Lakes Water & Sanitation District held the May Board Meeting on **Thursday, June 26, 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 Muldowney conducted roll call. Chairman Knorr, Director Parker, Director Bishop, and Director Winans were present.

**Guest: George Holmes**

**Pledge of Allegiance**

**Approval of Minutes for May 22, 2014 Regular Board Meeting**
Director Parker made a motion to accept the minutes of the May 22, 2014 regular Board Meeting as presented. The motion was seconded by Director Winans and carried unanimously.

**Approval of Agenda**
Chairman Knorr made a motion to amend the agenda to include nomination of a new board member to fill a vacancy created by the resignation of Director Decker who resigned this morning effective today. Director Parker seconded the motion which carried unanimously.

**Public Hearing on Resolution 2014-04 for annual rate adjustments**
Director Winans made a motion to open the Public Hearing; the motion was seconded by Director Bishop and carried unanimously.

The discussion and possible action on Resolution 2014-04, a resolution amending rates, tolls and fees of the Alto Lakes Water and Sanitation District was reviewed. The average customer /club/ and irrigation rates will increase as presented with a rate increase of 1.95%. Solid Waste rates will remain the same.

Director Parker made a motion to close the Public Hearing. The motion was seconded by Director Bishop and carried unanimously.

Director Bishop made a motion to pass the Public Hearing Resolution 2014-04 to raise rates, tolls, and fees as Appendix-A of ALW&SD. The motion was seconded by Director Winans. A roll call vote was called for with each director answering yes.

**Consent Agenda**
1. **ACH Expenditures:** FICA, 401k, and NMGRT to include payroll tax expenditures were approved totaling $23,519.94.
2. **Approve Leak Credits:** Two leak credits were approved totaling $2,188.50.
3. **Monthly Exception Items:** Otero County Electric monthly billing was approved totaling $17,183.00

Director Parker made a motion to approve the consent agenda as presented; the 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 and irrigation demands. The District produced 20,010,600 gallons for May 2014 and sold 19,069.728 gallons. Production vs. Sold difference is 4.7%. Flushing and known leaks were approximately 20,000 gallons, and adjusted losses 4.7%. There were 20 more active accounts in May over the same period last year. The average gallons per month, per residential customer was down 320

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.

Steve and his staff drained and cleaned the wastewater plant this month. The plant had some settled solids and debris accumulation. The plants physical structure showed some corrosion but still in good shape.

**Solid Waste Update:**
Manager Edington presented solid waste pull statistics by Sierra Contracting for May 2014 to include:
12 pulls with 360 yds of Green Waste of which 68% was yard waste and 32% was forest waste, with collection of $3,024.15 in additional fees, 3 pulls with 21.73 tons of trash, 1 pull with 25 yds of cardboard, 0 pulls with 0 yds paper, 1 pull with 30 yds of miscellaneous with collection $634.15 in additional fees, 0 pull = 0 tons metals (r/o not full ), 0 pull= 0 tons plastics, and 0 pull=0 tons aluminum cans

**Customer Issues:**
The Cedar fence along the East side of the water storage yard is under construction; Mr. Mader is being updated by Steve

**Personnel Update:**
None.

**Regulatory Update:**
The ICIP was submitted to DFA local government division on schedule prior to June 16th, 2014 deadline.

**Projects Report**
WTB awarded the District 1.5 million for project Distribution B. Manager Edington met with engineers Parkhill, Smith and Cooper last week to discuss final design issues and pare down construction to meet funding.

**Office Manager's Report**

**Administrative Update**
Office Manager Muldowney announced that the Office of the State Auditor approved Strickler & Prieto, LLP for conduct the FY2014 audit.

**Financial Reports**
Office Manager Muldowney reported the new computer software is in progress and should be complete by July 8th, 2014.

**Regular Business Agenda**

**Board Member Reports: None**

**Discussion and possible action on FY 2015 Operating and Capital Budgets and Resolution; Motion for notice of public hearing in July for Final Budgets**
District Manager Edington presented a draft "Final Budget Notice of Public Hearing" for publication approval . Director Parker made a motion to approve the Final Budget Notice of Public Hearing as presented for publication in the Ruidoso News' legal section. Director Winans seconded the motion which was unanimously approved**.**

**Discussion and possible action on District Credit/Debit Card Authorization**
Director Winans made a motion to approve opening a checking account not to exceed $5,000, for use as

a credit card account. Motion was seconded by Director Parker and carried unanimously.

**Discussion and possible action on Check signing policy**
Office Manager Muldowney requested authorization to add New Mexico General Services Division (GSD Insurance), and Sierra Contracting to the consent agenda's ongoing list of recurring accounts that require only one party signature. Director Bishop made a motion to approve the additional vendors as presented; motion was seconded by Director Parker and carried unanimously.

**Discussion and possible action on Legal Services RFP; Review committee recommendations, board action**
The ALWSD Legal Services RFP Review Committee, Chairman Knorr, Secretary Parker, and Manager Edington recommended that Coppler Law Firm's proposal be accepted. Director Parker made the motion to approve the Coppler proposal as presented. Director Bishop seconded the motion, which was unanimously approved..

**Public Comments**: None

**Board Comments**
Director Decker sent an email this morning advising his resignation from the ALWSD Board of Directors. Director Parker made a motion appointing Mr. George Holmes to fill the vacated board position. Motion was seconded by Director Winans and carried unanimously. Mr. Holmes will be sworn in at the July board meeting.

**Closed Session to include: Discussion of pending or threatened legal action**
Director Parker made a motion to enter into closed session at 10:30 a.m. for discussion of pending or threatened legal action. The motion was seconded by Director Winans and carried unanimously.

Director Parker made a motion to end the closed session. Motion was seconded by Director Bishop and carried unanimously. Chairman Knorr declared the closed session ended at 10:45 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 threatened or pending litigation.

**Amended Business Item: Nomination of Board Replacement for Director Decker**
The board discussed possible replacements for Director Decker's vacated position. The Board nominated George Holmes as the replacement. If he accepts the nomination, the Board will appoint and swear-in Mr. Holmes at the next Board Meeting in July.

**Announcement of next meeting**
The next regularly scheduled ALWSD Board Meeting will be conducted on July 24, 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 Parker made a motion to adjourn the meeting. The motion was seconded by Director Winans and carried unanimously. Meeting adjourned at 10:50 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary