Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting April, 2016

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, April 28, 2016 i**n 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, Vice Chairman Holmes, Secretary Parker, Treasure Bishop, and Director Foreman were present, Secretary Parker was absent.

Pledge of Allegiance

Approval of Minutes for March, 2016 Regular Board Meeting
Director Holmes made a motion to accept the minutes of the March 2016 regular Board Meeting. The motion was seconded by Director Bishop and carried unanimously.

Approval of Agenda
Director Bishop made a motion to accept the approval of the agenda including additions and changes, Director Foreman seconded the motion which carried unanimously.

Consent Agenda
1. **Expenditures:** Purchases/Payroll/Accounts Payable
2. **Approve Leak Credits-**There were none

Director Holmes made a motion to approve the consent agenda; 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. For March District Produced 8,552,800 gallons and we sold 7,769,056 gallons. Production VS Sold difference was 9.20% after leaks and flushing unaccounted for water 8.6%. Amount of unaccounted for water is relatively consistent month to month, but percentage of unaccounted for water varies greatly due to demand.

Number of active customers was up by 42, and consumption per active customer was up 300 gallons per active account from same time period 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 March 2016 to include 15 pulls with 450 yds of Green Waste of which 92.60% was yard waste and 7.40% was forest waste, with collection of $775.79 in additional fees, 3 pulls with 23.27 tons of trash, 0 pull with 0yds of cardboard, 0 pulls with 0 yds paper, 0 pull with 0 yds of miscellaneous with collection $276.11 in additional fees, 0 pull = 0 tons metals (r/o not full), 0 pull= 0 yds plastics, and 0 pull=0 tons aluminum cans.

Customer Issues:

Personnel Update:

Regulatory Update:

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Projects Report:

Office Manager's Report

Administrative Update

Financial Reports
Office Manager Muldowney presented and reviewed financial reports for March 2016

Regular Business Agenda

Board Member Reports: None

Discussion and Possible Action on Preliminary Operational Budget for FY2017
A discussion on the FY2017 preliminary operational budget was held, no action was taken at this time.

Discussion and possible action on Well repairs Approval for Annual Quotes well repairs Well E5 repairs, Approval for Expenditures
Discussion was held in regards to annual quotes for Well Services and Repair for the Fiscal year 2017 Both KD Huey and Coats Pumps and Supply appear to be a good value for the District. Director Bishop made a motion to approve KD Huey as the primary and Coats Pump and Supply as secondary, the motion was seconded by Director Holmes and carried unanimously. Director Holmes made a motion to approve the expenditures for repairs to Well E5 for $17,293.91 to KD Huey and $4,800.00 and NMGRT for IdesaA Inc, Director Bishop seconded the motion which carried unanimously.

Discussion and possible action on FY2018-2022 ICIP (Infrastructure Capital Improvement Plan)
Discussion was about the FY2018-2022 ICIP no action was taken at this time.

Closed Session for Discussion: Pursuant to the Open Meeting Act Sub-Sections
Director Foreman made a motion to enter Closed Session, it was seconded by Director Holmes, and Assistant Secretary Muldowney conducted a roll call vote, Vice Chairman Holmes yes, Treasurer Bishop yes, Director Foreman yes, and Chairman Knorr yes.

Director Holmes made a motion to end closed session and was seconded by Director Bishop.

Director Holmes said "Let the record reflect that 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."

Discussion and possible action on FY2017 Personnel Wages
Annual personnel reviews were completed and recommendations were given to the board for consideration. The board discussed the salaries for FY2017. Director Holmes made a motion to approve the FY2017 Personnel wages recommendations as amended and Director Foreman seconded the motion which carried unanimously.

Presentation by SMA on Asset Management followed by Discussion and Possible action, Sonja Jamilla and Marty Howell (SMA) overview State Requirements for Asset Management Result

Asset Management Quiz, Discussion about Asset Management identify District needs, wants, and concerns.
Sonja Jamilla and Marty Howell from Sauder Miller and Associates gave an overview of State requirements for Asset Management, and went over the results of the Asset Management Quiz. A discussion was held about the Asset Management to identify District needs, wants, and concerns.

Public Comments: None

Board Comments: None

Announcement of next meeting
Director Holmes made a motion to change the next regularly scheduled board meeting to Wednesday May 18, 2016 and the motion was seconded by Director Bishop. The next scheduled ALWSD Board Meeting will be conducted on Wednesday, May 18, 2016; 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 Holmes made a motion to adjourn the meeting; the motion was seconded by Director Foreman and carried unanimously. Meeting adjourned at 11:52 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary

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