

Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting August, 2015

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, August 27, 2015** 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, Secretary Parker, Treasure Bishop were present and Director Holmes attended telephonically.

Pledge of Allegiance

Approval of Minutes for July, 2015 Regular Board Meeting

Director Bishop made a motion to accept the minutes of the July 2015 regular Board Meeting including changes. The motion was seconded by Director Parker and carried unanimously.

Approval of Agenda

Director Parker made a motion to accept the approval of the agenda including additions and changes and Director Holmes seconded the motion which carried unanimously.

Executive Session for discussion: Board Member Appointment

Director Parker made a motion to enter into Executive Session, Director Bishop seconded the motion Assistant District Secretary Muldowney conducted a roll call vote. Chairman Knorr Yes, Secretary Parker Yes, Treasurer Bishop Yes, Director Holmes Yes.

Director Parker made a motion to exit Executive Session; Director Bishop seconded the motion which carried unanimously.

Discussion and possible action on Appointment of New Board Member,

Director Parker made a motion to appoint Ann (Nicki) Foreman as the New Board Member; Director Bishop seconded the motion which carried unanimously.

Nicki Foreman then took the Oath of Office for Director administered by Assistant District Secretary Muldowney

Discussion and Possible Action on Election of Board Officers: Article IV - Officers: Compensation; Duties. Section 2. Election of Officers: District By Laws requires election of officers at next regularly scheduled meeting should a sitting officer resign.

Director Parker made motion to nominate Director Holmes as Vice President to fill vacancy due to Dave Winans having resigned and that all other board members continue to hold current elected positions; Director Bishop seconded the motion which carried unanimously.

Consent Agenda

1. **Expenditures:** Purchases/Payroll/Accounts Payable
2. **Approve Leak Credits-**There were 4

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 9,186,300 gallons for July 2015 and we sold 7,890,129 gallons. Production vs. Sold difference is 14% after leaks and flushing 13%. Amount of unaccounted for water is relatively consistent month to month, but percentage of unaccounted for water varies greatly due to demand.

25 fewer active accounts over same period last year. Water use per active meter down 1,490 over same period last year (Rainy Summer).

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 July 2015 to include 6 pulls with 180 yds of Green Waste of which 73% was yard waste and 27% was forest waste, with collection of \$979.16 in additional fees, 4 pulls with 36.31 tons of trash, 1 pull with 25yds of cardboard, 0 pulls with 0 yds paper, 1 pull with 30 yds of miscellaneous with collection \$721.21 in additional fees, 0 pull = 0 tons metals (r/o not full), 1 pull= 25 yds plastics, and 0 pull=0 tons aluminum cans.

Customer Issues: Some complaints about construction on Midiron

Personnel Update:

Regulatory Update:

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Projects Report:

Distribution B going well looks like substantial completion should be reached by mid-September original date of completion was scheduled for November 12th.

SCADA as per board direction, contracts have been signed and NTP issued, Contractor is completing radio pathways study, and ordered components for system upgrade. Project is moving forward.

Office Manager's Report

Administrative Update

Financial Reports

Office Manager Muldowney presented and reviewed the July 2015 Balance Sheet which includes year-to-date comparison with previous year with breakout of capital reserves, and the July 2015 year to date Budget Report by category.

Regular Business Agenda

Discussion and Possible Action on Well E2 repair expense authorization

Board had previously approved rehabbing well E2, with understanding that cost could not be known until well was pulled. Manager Edington presented cost to rehab well E2 to board, with explanation of work done (Full length of column pipe had to be replaced at a cost of \$13,902.30)

Director Bishop made a motion to approve repair expenditure for Well E2 and it was seconded by Director Holmes and carried unanimously

Discussion and Possible Action on Customer Water Service Request.

Homeowner would like to buy a lot that has committed district service and run water line to his home. Homeowner’s lot is adjacent to a lot that has been guaranteed water service by the District. Does not increase District boundaries or provide water to a Non District lot. Director Holmes made a motion to approve the Customers request for water service; Director Parker seconded the motion which carried unanimously.

Discussion and Possible Action on OSE additional requirements for Well S21 extension permit.

Board previously decided to file permit extension request for well S21 in DPV. Extension was filed; OSE then came back with requirement for the District to file a Water Use and Conservation Plan with the OSE (it was a requirement of original permit in 2006).

Director Parker made a motion to authorize expenditures for Water Use and Conservation Plan from unencumbered cash as it is an unforeseen expenditure and to fold into SMA Contract for Master Plan. Treasurer Bishop seconded the motion which carried unanimously.

Discussion and Possible Action on 2016 Board Elections

Board Member Elections are held every two years for staggered 6 year terms, next election is scheduled for January 2016; Two (2) positions. Staff asked board for approval to publish election information if needed prior to next board meeting.

Director Parker made a motion to approve election publications including Resolutions and Proclamations if needed prior to next board meeting, Director Holmes seconded the motion which carried unanimously.

Board Member Reports:

Public Comments: None

Board Comments: None

Announcement of next meeting

Director Parker made a motion to forgo the September Regular Board Meeting due to conflicting board member schedules, with President Knorr holding the right to call a Special Meeting if needed. Director Bishop seconded the motion which carried unanimously.

The next regularly scheduled ALWSD Board Meeting will be conducted on Thursday, October 22, 2015; 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 Bishop and carried unanimously. Meeting adjourned at 11:15 a.m.

Submitted by:

Rachel Muldowney

District Board Assistant Secretary

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