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Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting January 22, 2015

Alto Lakes Water & Sanitation District held the December Board Meeting on **Thursday, January 22, 2015 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 11:00 AM, meeting start delayed due to heavy snow. Assistant Secretary Muldowney conducted roll call: Chairman Knorr, Vice Chairman Winans, Secretary Parker, and Director Holmes were present. Treasurer Bishop attended telephonically.

Pledge of Allegiance

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

Approval of Agenda
Director Bishop made a motion to accept the approval of the agenda and Director Holmes seconded the motion which carried unanimously.

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

Director Holmes made a motion to approve the consent agenda as presented; the motion was seconded by Director Parker 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 10,495,600 gallons for November and December 2014 and we sold 9,981,189 gallons. Production vs. Sold difference is 5.0%. Amount of unaccounted water is relatively consistent month to month, but percentage of accounted water varies greatly due to demand. Year to date unaccounted for water stands at 10%
There were 6 fewer active accounts in November over the same period last year, while December saw 22 fewer active accounts over last December. Per Capita water use is at 97.9 GPD for 2014 which is below PER 2020 goal.

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 November 2014 to include 9 pulls with 270 yds of Green Waste of which 95% was yard waste and 5% was forest waste, with collection of $340.90 in additional fees, 2 pulls with 15.01 tons of trash, 0 pull with 0 yds of cardboard, 1 pulls with 25 yds paper, 0 pull with 0 yds of miscellaneous with collection $261.41 in additional fees, 0 pull = 0 tons metals (r/o not full), 0 pull= 0 tons plastics, and 0 pull=0 tons aluminum cans.

Manager Edington also presented solid waste pull statistics by Sierra Contracting for December 2014 to include 9 pulls with 270 yds of Green Waste of which 94% was yard waste and 6% was forest waste, with collection of $390.29 in additional fees, 4 pulls with 29.87 tons of trash, 2 pull with 50 yds of cardboard, 0 pulls with 0 yds paper, 1 pull with 30 yds of miscellaneous with collection $200.72 in additional fees, 1 pull = 30 yds metals (r/o not full), 1 pull= 25 yds plastics, and 0 pull=0 tons aluminum cans.

Customer Issues:

Personnel Update:
Bobbi Guerra's last day was December 31, 2014; Pat Pillar was hired for this position.

Regulatory Update:

Projects Report: Distribution B, began bidding on the 16th of January, mandatory per bid meeting Tuesday January 27, 2015 10:00 a.m. here.
Engineering studies, Master Plan, Wastewater PER (permit), Water treatment alternatives moving forward.

Office Manager's Report

Administrative Update
Office Manager Muldowney discussed different options for bill payments.
Financial Reports
Office Manager Muldowney presented and reviewed the November & December 2014 Balance Sheet which includes year-to-date comparison with previous year with breakout of capital reserves, and the November & December 2014 year to date Budget Report by category.
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Regular Business Agenda

Board Member Reports:

Presentation of Fiscal Year 2014 (July 1, 2013 to June 30, 2014) Audit Results Director Holmes made a motion to accept the audit and Director Bishop seconded the motion which was carried unanimously
Discussion and possible Action on Annual Open Meeting Resolution 2015-06
District Manager Edington discussed changes to the Annual Open Meeting Resolution
Director Parker made a motion to approve the Resolution and Director Holmes seconded the motion which was unanimously approved**.**

Discussion and possible Action on Personnel Policy Amendment:
District Manager Edington discussed the changes in Personnel policy adding to #12, a. No full-time District employee will be allowed to do freelance work for other entities in a capacity that requires a water/wastewater/solid waste certification. Director Holmes made a motion to approve the Personnel Policy Director Parker seconded the motion which carried unanimously.

Discussion and possible Action on Well Rehab Expenditures: Well 12 & E4
District Manager Edington discussed the expense. Director Bishop made a motion to approve

Expenditures for Well 12 and E4 rehab Director Holmes seconded the motion which was unanimously approved**.**

Discussion and possible Action on Review and Approval of Submission of Annual Solid Waste Report for Calendar year 2014 to NMED-SWB. Director Parker made a motion to approve the Submission of the Annual Solid Waste Report; Director Holmes seconded the motion which was unanimously approved

Closed Session to include: Discussion of pending or threatened legal action
Director Holmes made a motion to enter into closed session at 12:37 p.m. a.m. for discussion of pending or threatened legal action. The motion was seconded by Director Parker and carried unanimously.

Director Holmes made a motion to end the closed session. Motion was seconded by Director Parker and carried unanimously. Chairman Knorr declared the closed session ended at 12:47 p.m.

No board action was taken during closed session, and no discussion was conducted except that related to personnel matters and threatened or pending litigation.

Public Comments: None

Board Comments: None

Announcement of next meeting
The next regularly scheduled ALWSD Board Meeting will be conducted on Thursday, February 26, 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 12:55 p.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary

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