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Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting July 24, 2014

Alto Lakes Water & Sanitation District held the June Board Meeting on **Thursday, July 24, 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, and Director Winans, were present and Treasurer Bishop was absent.

Guest: Scott Otey

Pledge of Allegiance

Approval of Minutes for June 26, 2014 Regular Board Meeting
Director Parker made a motion to approve the minutes of the June 26, 2014 regular Board Meeting after making corrections addressed by Chairman Knorr. The motion was seconded by Director Winans and carried unanimously.

Approval of Agenda
Director Parker 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 Winans and carried unanimously.

Chairman Knorr made a motion to appoint new board member George Holmes to fill a vacancy created by the resignation of Director Decker. Director Parker seconded the motion which carried unanimously. Director Holmes will be sworn in at the next meeting.

Public Hearing on FY2015 Operating and Capital Budgets; Resolution 2015-01 Resolution Affirming FY2015 Operations and Capital Budgets; Resolution 2015-02 Resolution Approving June 30, 2014 Financial Reports.
Director Parker made a motion to open the Public Hearing; the motion was seconded by Director Winans and carried unanimously.

District Manager Edington presented final Operations and Capital budgets for discussion and presented both resolutions that must accompany budgets to DFA.

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

The discussion and possible action on Resolution 2015-01 Affirming FY2015 Operations and Capital Budgets and Resolution 2015-02 Approving June 30, 2014 Financial Reports

Motion was made by Director Parker to approve resolutions 2015-01 and 2015-02 as presented; Motion was seconded by Director Winans.
Assistant Secretary Muldowney conducted the roll call vote: Chairman Knorr, VC Winans, and Director Parker approved.

Consent Agenda

1. **Expenditures:** Purchases/Payroll/Accounts Payable
2. **Approve Leak Credits**

Director Parker made a motion to approve the consent agenda as presented; the motion was seconded by Director Winans 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 24,041,300 gallons for June 2014 and we sold 22,250.412 gallons. Production vs. Sold difference is 7.4%. There were 8 fewer active accounts in June over the same period last year. The average gallon per month, per residential customer was down 310 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 June 2014 to include: 11 pulls with 330 yds of Green Waste of which 78% was yard waste and 22% was forest waste, with collection of $1,937.21 in additional fees, 4 pulls with 33.12 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 $495.98 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:

Personnel Update:
Dee Brewington has completed her 16 years with the company and is retiring as of today.

Regulatory Update:
Manager Edington made a presentation to the NMFA Oversight Committee, who held their meeting in Ruidoso last week.

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 software upgrade system has been successfully installed.

Financial Reports
Office Manager Muldowney discussed the budget reports and lien report.

Regular Business Agenda

Board Member Reports: None

Discussion and possible action on Amended Personnel Policy
District Manager Edington discussed that changes were made to improve the policy. Director Parker made a motion to approve the Amended Personnel Policy. Director Winans seconded the motion which was unanimously approved**.**

Discussion and possible action on Well E1 rehab
District Manager Edington discussed that the production was down, when column pipe was pulled it had several holes, the pump and motor need replacing. Manager Edington recommended replacement of column pipe, pump and motor with an estimated cost of $40,000.00 Director Winans made a motion to approve the repairs needed, the Motion was seconded by Director Parker and carried unanimously.

Discussion and possible action on Appointment of RFP review committee for RFP 2015-02 Professional Studies, Reports, and Planning
District Manager Edington discussed that 10 RFP packages have been sent out thus far and will remain open until August 22, 2014. Chairman Knorr appointed himself, Director Winans and District Manager Edington to be the review committee.

Discussion and Possible Action on Wellington 401K Loan Policy
Office Manager Muldowney discussed and requested approval of implementing the option of 401k loans. Director Parker made a motion to approve the policy and Director Winans seconded the motion which was unanimously approved.

Public Comments: None

Board Comments: None

Closed Session to include: Discussion of pending or threatened legal action
Director Winans made a motion to enter into closed session at 10:40 a.m. for discussion of pending or threatened legal action. The motion was seconded by Director Parker and carried unanimously.

Director Winans 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 11:15 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 limited personnel matters and threatened or pending litigation.

Announcement of next meeting
The next regularly scheduled ALWSD Board Meeting will be conducted on August 28, 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 11:40 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary