Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting June 25, 2015

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, June 25, 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 9:00 AM and Assistant Secretary Muldowney conducted roll call: Chairman Knorr, Vice Chairman Winans, Secretary Parker, Treasure Bishop, and Director Holmes were present.

Pledge of Allegiance

Approval of Minutes for May, 2015 Regular Board Meeting
Director Holmes made a motion to accept the minutes of the May 2015 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 including additions and changes and Director Parker seconded the motion which carried unanimously.

Public Hearing on Resolution 2015-08 for annual rate adjustments
Director Holmes made a motion to Open Public Hearing; Director Parker seconded the motion which carried unanimously.

Having reviewed Resolution and attached Appendix A, and having given all persons present the opportunity to be heard, there was no further discussion. Director Parker made a motion to close Public Hearing; Director Bishop seconded the motion which carried unanimously.

Director Holmes made a Motion to pass Resolution 2015-08, A resolution amending rates, tolls and fees of the Alto Lakes Water & Sanitation District, Director Parker seconded the motion Assistant Secretary Muldowney conducted a roll call vote which was passed unanimously.

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

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 12,320,000 gallons for May 2015 and we sold 10,837,424 gallons. Production vs. Sold difference is 12% after leaks and flushing 10%. Amount of unaccounted for water is relatively consistent month to month, but percentage of unaccounted for water varies greatly due to demand. Year to date unaccounted for water stands at 10%.

33 fewer active accounts over same period last year.

Replacing starter on Well E4, will be functioning and back on-line by early next week.
Well E2 production down about 35%, will need to pull it once E4 is back on-line.

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 May 2015 to include 7 pulls with 210 yds of Green Waste of which 86% was yard waste and 14% was forest waste, with collection of $955.91 in additional fees, 3 pulls with 20.35 tons of trash, 1pull with 25yds of cardboard, 0 pulls with 0 yds paper, 1 pull with 30 yds of miscellaneous with collection $766.00 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: There was one included in Regular Business Agenda

Personnel Update:

Regulatory Update:

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Projects Report:
Distribution B progress has been positive.

Office Manager's Report

Administrative Update

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

Regular Business Agenda

Board Member Reports:

Discussion and Possible action on Customer Reimbursement Request.
A customer submitted a request for reimbursement of plumbing repairs. Need for repairs allegedly caused by District activity, District board while advised by legal counsel that the District was not negligent therefore not liable for plumbing damages, did however in furtherance of good customer relations vote to grant the request. Conditioned on customer signing a release of liability agreement.
Director Holmes made a motion to approve the customer's request; Conditioned on customer signing release of liability agreement drawn up by legal counsel; Director Parker seconded the motion which carried unanimously.

Discussion and Possible action on FY 2016 Operating and Capital Budgets and Resolution: Motion for notice of public hearing in July, on Budgets. .
Director Winans made a motion to approve the notice of public hearing in July on Final Budgets, and Director Parker seconded the motion which carried unanimously.

Discussion and Possible action on Records Retention Policy
Discussion took place in regards to a new policy on Record Retention; no action was taken at this time.

Discussion and Possible action on Temporary laborer hire for field crew
Director Bishop made a motion to give Manager Edington the authority to hire seasonal help if the budget allows, Director Parker seconded the motion which carried unanimously.

Public Comments: None

Closed Session for discussion: Pursuant to the Open Meeting Act Sub-Sections
10-15-1(H) (7)
10-15-1(H)(2).
Director Winans made a motion to enter closed session, Director Parker seconded the motion
Office Manager Muldowney conducted a roll call vote which passed unanimous.

Director Holmes made a motion to end closed session, and was seconded by Director Parker which carried unanimously.

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.

Public Comments: None

Board Comments: None

Announcement of next meeting
The next regularly scheduled ALWSD Board Meeting will be conducted on Thursday, July 23, 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 11:00 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary

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