Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting March 24, 2016

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, March 24, 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, and Secretary Parker were present. Treasurer Bishop and Director Foreman were absent.

Pledge of Allegiance

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

Approval of Agenda
Director Holmes made a motion to accept the approval of the agenda including additions and changes, Director Parker 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 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. For February District Produced 4,279,200 gallons and we sold 3,631,120 gallons. Production VS Sold difference was 15% after leaks and flushing unaccounted for water 10%. 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 31, and consumption per active customer was up 1,400 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 February 2016 to include 4 pulls with 120yds of Green Waste of which 96% was yard waste and 4% was forest waste, with collection of $175.23 in additional fees, 1 pull with 8 tons of trash, 0 pull with 0yds of cardboard, 0 pulls with 0 yds paper, 1 pull with 25 yds of miscellaneous with collection $303.19 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:

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 February 2016

Regular Business Agenda

Board Member Reports: None

Discussion and possible action on Asset Management Work Plan (SMA)
The board discussed the Asset Management Work Plan (SMA) Director Holmes made a motion to accept and move forward with the Asset Management Work Plan and was seconded by Director Parker and carried unanimously.

Discussion on preliminary budget assumptions for FY2017
The FY2017 preliminary budget assumptions will be discussed at the next regular board meeting in April.

Discussion and possible action on Starting Personnel Salary guidelines, Annual guideline review
Discussion was held on the Starting Personnel Salary guidelines, Director Parker made a motion to accept the Starting Personnel Salary guidelines, and the motion was seconded by Director Holmes and carried unanimously.

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

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

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."

Presentation by Souder, Miller, and Associates (SMA) Wastewater Preliminary Engineering report (PER) Marty Howell P.E.
Marty Howell P.E. gave a presentation on the Wastewater Preliminary Engineering Report discussing prices and options to put wastewater plant into state compliance.

Public Comments: None

Board Comments: None

Announcement of next meeting

The next regularly scheduled ALWSD Board Meeting will be conducted on Thursday, April 28, 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 Parker made a motion to adjourn the meeting. The motion was seconded by Director Holmes and carried unanimously. Meeting adjourned at 11:17 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary

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