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Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting November, 20, 2014

Alto Lakes Water & Sanitation District held the October Board Meeting on **Thursday, November 20,, 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, Vice Chairman Winans, Secretary Parker, Treasurer Bishop, and Director Holmes were present.

Pledge of Allegiance

Approval of Minutes for October 23, 2014 Regular Board Meeting
Director Parker made a motion to accept the minutes of the October 23, 2014 regular Board Meeting as presented. The motion was seconded by Director Bishop and carried unanimously.

Approval of Agenda
Director Holmes made a motion to approve the Agenda as presented, and to allow Chairman Knorr to address the agenda items in the order that best facilitates the meeting. The motion was seconded by Director Parker and carried unanimously.

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

Director Bishop made a motion to approve the consent agenda as presented, the motion was seconded by Director Holmes 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 10,530,500 gallons for October 2014 and we sold 9,756,712 gallons. Production vs. Sold difference is 7.3%. There were 2more active accounts in October over the same period last year. The average gallons per month, per residential customer were down 56 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 October 2014 to include 5 pulls with 150 yds of Green Waste of which 70% was yard waste and 30% was forest waste, with collection of $1,162.89 in additional fees, 3 pulls with 24.64 tons of trash, 1 pull with 25 yds of cardboard, 0 pulls with 0 yds paper, 1 pull with 30 yds of miscellaneous with collection $ in additional fees, 0 pull = 0 tons metals (r/o not full), 0 pull= 0 tons plastics, and 0 pull=0 tons aluminum cans.

New information daily solid waste vehicle traffic counts spread sheet provided.

Customer Issues: N/A

Personnel Update:
Pat Pillar has been hired as Bobbi's replacement upon her retirement.

Regulatory Update: N/A

Projects Report:

Tank Valve Rehab is in the process of replacing valves, cleaning tanks and is nearly completed.

Office Manager's Report

Administrative Update
Office Manager Muldowney presented the current ALW&SD Lien Status Report to include the status of liens , warning notices sent and slow payment status.

Financial Reports
Office Manager Muldowney presented and reviewed the October 2014 Balance Sheet which includes year-to-date comparison with previous year with breakout of capital reserves, and the October 2014 year to date Budget Report by category.

Regular Business Agenda

Board Member Reports: None

Discussion and Possible Action on Resolution 2015-05; A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A WATER PROJECT FUND LOAN/GRANT AGREEMENT BY AND BETWEEN THE NEW MEXICO FINANCE AUTHORITY ("FINANCE AUTHORITY") THE ("LENDER/GRANTOR") AND THE ALTO LAKES WATER AND SANITATION DISTRICT (THE "BORROWER/GRANTEE"), IN THE TOTAL AMOUNT OF ONE MILLION FIVE HUNDRED TWO THOUSAND DOLLARS ($1,502,000).

Director Holmes made a motion to adopt resolution 2015-05 authorizing the execution of loan/ grant, Director Winans seconded and Office Manager Muldowney conducted a roll call vote. All Directors voted "Aye" resulting in a unanimous approval by the ALWSD Board of Directors.
Motion was made by Director Holmes to sign documents for loan/grant and seconded by Treasurer Bishop and carried unanimously.
Director Parker made a motion authorizing staff to publish the notice of adoption; Vice Chairman Winans seconded and carried unanimously.

Discussion and Possible Action on December Board Meeting.

Normally Board chooses not to hold regular meeting in December due to holidays but reserves right to call special meeting if needed.
Motion Made by Director Parker for the next regular board meeting to be January 22, 2015, but reserve the right to call a special meeting should Board President decide one is needed seconded by Director Winans. The motion passed unanimously.

Discussion and Possible Action on Amendment #3 to Sierra Contracting Contract

Director Holmes made a motion to approve and sign Amendment #3 to the Sierra Contracting Professional Services Agreement the amendment continues contract for coming year with a CPI increase of 1.95% for Sierra Contracting service fees, seconded by Director Winans which carried unanimously.

Closed Session to include: Discussion of pending or threatened legal action
Director Bishop made a motion to enter into closed session at 10:27 a.m. for discussion of pending or threatened legal action and limited personnel matters. 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 10:52 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.

Public Comments: None

Board Comments: None

Announcement of next meeting
The next regularly scheduled ALWSD Board Meeting will be conducted on Thursday, January 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 Bishop made a motion to adjourn the meeting. The motion was seconded by Director Parker and carried unanimously. Meeting adjourned at 11:16 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary