Final Minutes Regular Board Meeting November, 2015

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, November 19, 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 Holmes, Secretary Parker, Treasure Bishop, and Director Foreman were present.

Pledge of Allegiance

Approval of Minutes for October, 2015 Regular Board Meeting
Director Bishop made a motion to accept the minutes of the October 2015 regular Board Meeting including changes. The motion was seconded by Director Holmes and carried unanimously.

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

Consent Agenda

1. **Expenditures:** Purchases/Payroll/Accounts Payable
2. **Approve Leak Credits-**There was one

Director Holmes made a motion to approve the consent agenda; the motion was seconded by Director Foreman 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. For October District Produced 9,064,400 gallons and we sold 8,449,386 gallons. Production VS Sold difference was 6.8% after leaks and flushing unaccounted for water 9.5% . 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 down by 11, and consumption per active customer was down approximately 375 gallons per active account from same time period last year.

Wastewater System Update:
Manager Edington reported that the wastewater system is meeting required treatment goals at this time; however, it is still in violation of permit due to discharge location. Manager Edington met with members of the club board and staff in early September to get clubs overall feeling about wastewater reuse issues.

Solid Waste Update:
Manager Edington presented solid waste pull statistics by Sierra Contracting for October 2015 to include 4 pulls with 120 yds of Green Waste of which 73% was yard waste and 27% was forest waste, with collection of $880.40 in additional fees, 3 pulls with 26.81 tons of trash, 0 pull with 0 yds of cardboard, 0 pulls with 0 yds paper, 1 pull with 30 yds of miscellaneous with collection $779.56 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:
SCADA contractor nearing equipment installation completion (this week), then begin system start-up and operational burn-in (make sure everything works)

Office Manager's Report

Administrative Update

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

Board Member Reports:

Regular Business Agenda

Discussion and Possible Action on Amendment #4 to Sierra Contracting Contract (Contractual CPI fee increase), No CPI increase for coming year.
Director Parker made a motion to approve Amendment #4 to Sierra Contracting Contract with no CPI increase for coming year, and it was seconded by Director Holmes, Assistant Secretary Muldowney conducted a roll call vote, Treasurer Bishop yes, Director Foreman yes, Secretary Parker yes, Vice Chairman Holmes yes, Chairman Knorr yes.

Discussion and Possible Action on Final Change Order, for Distribution B; Brings all pay item quantities up to actual based on construction.
The Board had a discussion regarding the Final Change Order to bring all pay item quantities up to actual based on construction. Director Holmes made a motion to accept the Final Change Order, it was seconded by Director Parker, Assistant Secretary Muldowney conducted a roll call vote, Secretary Parker yes, Vice Chairman Holmes yes, Chairman Knorr yes, Treasurer Bishop yes, Director Foreman yes.

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. Will probably need at minimum a Special meeting in December to close out Distribution B, Approve final pay application, and Certificate of Completion (items not ready for November Meeting).
The Board had a discussion as to having a December meeting and decided to schedule a regular meeting on Friday, December 11, 2015 at 10:00am Director Holmes made a motion to accept this meeting date and time which was seconded by Director Foreman, and carried unanimously.

Discussion and Possible Action on Proposed letter regarding broadcast irrigation systems.
As requested, Manager Edington drafted a letter about compliance to the ordinance regarding broadcast irrigation systems and presented it to the board, Discussion took place as to changes to the letter. No action was taken at this time.

Public Comments: None

Closed Session for Discussion: Pursuant to the Open Meeting Act Sub-Sections

Director Holmes made a motion to enter Closed Session, it was seconded by Director Parker, Assistant Secretary Muldowney conducted a roll call vote Director Foreman yes, Treasurer Bishop yes, Chairman Knorr yes, Secretary Parker yes, Vice Chairman Holmes yes.

Director Holmes made a motion to end closed session and was seconded by Director Parker, Assistant Secretary Muldowney conducted a roll call vote Chairman Holmes yes, Chairman Knorr yes, Director Foreman yes, Treasurer Bishop yes, Secretary Parker yes

Chairman Knorr 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."

Board Comments: None

Announcement of next meeting
The next regularly scheduled ALWSD Board Meeting will be conducted on Friday, December 11, 2015; to be held at the District Office located at 214 Lake Shore Drive, Alto, NM. The meeting will begin at 10:00 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 10.38 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary

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