

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

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, October 22, 2015** 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 Holmes, Secretary Parker, Treasure Bishop, and Director Foreman were present.

Pledge of Allegiance

Approval of Minutes for August, 2015 Regular Board Meeting

Director Bishop made a motion to accept the minutes of the August 2015 regular Board Meeting including changes. 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 with the change of moving the Discussion and possible action on Water Rights Lease Request; TEAMO Director Foreman seconded the motion which carried unanimously.

Discussion and Possible Action on Water Rights Lease Request; TEAMO

Discussion as to the Water Rights Lease requested by TEAMO for RO system at Brewer. Offer included term and fees, Director Holmes made a motion to approve lease and Secretary Parker seconded the motion which carried unanimously. TEAMO will give it consideration and make a decision.

Consent Agenda

1. **Expenditures:** Purchases/Payroll/Accounts Payable
2. **Approve Leak Credits-**There were 3

Director Holmes made a motion to approve the consent agenda with the added mathematical corrections; 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. For August District Produced 11,995,100 gallons and we sold 10,683,311 gallons and for September we produced 11,027,400 gallons and sold 10,041,649 gallons. Production VS Sold difference for the two months combined was 9.9 % 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.

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. Responses were positive to the reuse.

Solid Waste Update:

Manager Edington presented solid waste pull statistics by Sierra Contracting for August 2015 to include 5 pulls with 150 yds of Green Waste of which 73% was yard waste and 27% was forest waste, with collection of \$993.93 in additional fees, 5 pulls with 43.69 tons of trash, 2 pull with 50yds of cardboard, 1 pulls with 25 yds paper, 2 pull with 60 yds of miscellaneous with collection \$818.63 in additional fees, 0 pull = 0 tons metals (r/o not full), 0 pull= 0 yds plastics, and 0 pull=0 tons aluminum cans.

For September 2015 to include 4 pulls with 120 yds of Green Waste of which 41% was yard waste and 59% was forest waste, with collection of \$988.19 in additional fees, 3 pulls with 36.31 tons of trash, 1 pull with 25yds of cardboard, 0 pulls with 0 yds paper, 1 pull with 30 yds of miscellaneous with collection \$576.50 in additional fees, 1 pull = 30 yds metals (r/o not full), 0 pull= 0 yds plastics, and 0 pull=0 tons aluminum cans.

Customer Issues: Some complaints about construction on Midiron. One condo owner wants parking lot paved claims construction caused damaged.

Personnel Update:**Regulatory Update:**

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Projects Report:

Distribution B going well looks like substantial completion reached.

SCADA as per board direction, contracts have been signed and NTP issued, Contractor is completing radio pathways study, and ordered components for system upgrade. Project is moving forward. Contractor should begin site work next week.

Office Manager's Report**Administrative Update**

Office Manager Muldowney announced the State has approved final budget for Fiscal Year 2016.

Financial Reports

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

Regular Business Agenda**Discussion and Possible Action on Distribution B, Substantial Completion Certificate**

Director Holmes made a motion to approve the signing of documents for the completion Certificate for Distribution B, and it was seconded by Director Parker and carried unanimously.

Discussion and Possible Action on 2016 Board Elections; Proclamation and Resolution

Discussion took place about the publication of the Proclamation and Resolution for the Board Elections Director Holmes made a motion to approve The Proclamation And Resolution, Director Bishop seconded the motion. Assistant Secretary Muldowney conducted a roll call vote, Chairman Knorr yes, Vice Chair Holmes yes, Secretary Parker yes, Treasurer Bishop yes, and Director Foreman yes.

Discussion and Possible Action on District Records Retention Policy.

The Board had a discussion regarding the acceptance of a new District Records Retention Policy. Director Parker made a motion to accept the new District Records Retention Policy, it was seconded by Director Bishop, Assistant Secretary Muldowney conducted a roll call vote, Secretary Parker, yes, Director Foreman yes, Chairman Knorr yes, Treasurer Bishop yes, and Vice Chairman Holmes yes.

Board Member Reports:

Public Comments: None

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, Treasurer Bishop yes, Secretary Parker yes, Director Foreman yes, Vice Chairman Holmes yes, and Chairman Knorr yes.

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

Board Comments: None

Announcement of next meeting

The next regularly scheduled ALWSD Board Meeting will be conducted on Thursday, November 19, 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 Holmes made a motion to adjourn the meeting. The motion was seconded by Director Parker and carried unanimously. Meeting adjourned at 11:30 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary

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