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Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting September 24, 2014

Alto Lakes Water & Sanitation District held the September Board Meeting on **Thursday, September 24,, 2014**
in the Conference Room of the ALW&SD Office located at 214 Lake Shore Drive, Alto, NM 88312.

Call to Order:
Vice Chair Winans called the meeting to order at 9:00 AM and Assistant District Secretary Muldowney conducted roll call. Vice Chair Winans, Secretary Parker, and Director Holmes were present. Chairman Knorr and Director Bishop did not attend.

Pledge of Allegiance

Approval of Minutes for August 28, 2014 Regular Board Meeting
Director Parker made a motion to accept the minutes of the August 28, 2014 regular Board Meeting as presented. The motion was seconded by Director Holmes and carried unanimously.

Approval of Agenda
Director Holmes made a motion for the approval of the agenda and Director Parker seconded the motion which carried unanimously.

Consent Agenda

1. **Expenditures: Purchases/Payroll/Accounts Payable**;
2. **Approve Leak Credits:** There were no leak credits for the month.

Director Holmes made a motion to approve the expenses. 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. The District produced 8,592.500 gallons for August 2014 and sold 7,175.444 gallons. Production vs. Sold difference is 16%. There were 9 fewer active accounts in August over the same period last year. The average gallon per month, per residential customer was up 480 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 August 2014 to include:3 pulls with 90yds of Green Waste of which 49% was yard waste and 51% was forest waste, with collection of $870.20 in additional fees, 3 pulls with 27.99 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 $389.78 in additional fees, 0 pull = 0 yds metals , 1 pull= 0.6 tons plastics, and 0 pull= 0 tons aluminum cans

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

Customer Issues:
None
Personnel Update:
Bobbi Guerra will be retiring Dec. 31, 2014.

Regulatory Update:
None.

Projects Report
Distribution B, is in a holding pattern, all readiness to proceed items have been submitted to WTB, Now we are just waiting to close documents once closing is complete and can begin process.

Office Manager's Report

Administrative Update
Assistant District Secretary Muldowney addressed normal expenditures as presented. Also stated the annual audit had been completed the week of September 15.

Financial Reports
Assistant District Secretary Muldowney reviewed all month end reports as presented.

Liens
There were two liens paid in the month. District Manager Edington has inquired as to the legal issue of eliminating liens of doubtful debt and is waiting for a response.

Regular Business Agenda

Board Member Reports: Director Holmes and District Manager Edington attended the Meeting in Ruidoso to discuss regional water issues. Sponsored by VOR.

Discussion and Possible Action on responses to RFP 2015-02 Professional Studies, Reports, and Planning; Review committee report and recommendations.
RFP review committee presented its recommendation to the board. The committee recommends the proposal with the highest score, Souder, Miller & Associates. Director Holmes made a motion to accept the recommendation and Director Parker seconded and carried unanimously.

Discussion and Possible Action NMED-CPB Distribution B, Site Certificate.
Director Parker made a motion for approval of the Site Certificate and Director Holmes seconded and carried unanimously**.**

Discussion and Possible Action Board Annual Report to customers.
The annual report was discussed and input gathered as to additions to be made to the report. The report will be redrafted and presented at our next meeting in October**.**

Closed Session to include: Discussion of pending or threatened legal action
Secretary Parker a motion to enter into closed session at 10:20 a.m. for discussion of pending or threatened legal action. The motion was seconded by Director Holmes and carried unanimously.

Director Holmes made a motion to end the closed session. Motion was seconded by Secretary Parker and carried unanimously. Vice Chair Winans declared the closed session ended at 10:25 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 personnel matters and threatened or pending litigation.

Announcement of next meeting
The next regularly scheduled ALWSD Board Meeting will be conducted on October 23, 2014; 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.

Public Comments: None

Board Comments None

Signing of Official Documents

Adjournment
Director Holmes made a motion to adjourn the meeting. The motion was seconded by Director Parker and carried unanimously. Meeting adjourned at 10:26 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary