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

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Wednesday, September 14, 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 Director Foreman were present. Secretary Parker and Treasurer Bishop were absent.

Pledge of Allegiance

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

Approval of Agenda
Director Holmes made a motion to accept the approval of the agenda including additions and changes, Director Foreman 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 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 August District Produced 11,920,300 gallons and we sold 10,443,880 gallons. Production VS Sold difference was 12% after leaks and flushing unaccounted for water 9%. Amount of unaccounted for water varies greatly due to demand.

Number of active customers was up by 23, and consumption per active customer was up 600 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 August 2016 to include 5 pulls with 150 yds of Green Waste of which 54% was yard waste and 46% was forest waste, with collection of $2,192.61 in additional fees, 5 pulls with 42.57 tons of trash, 1 pull with 25 yds of cardboard, 0 pulls with 0 yds paper, 1 pull with 25 yds of miscellaneous with collection $546.16 in additional fees, 0 pull = 0 yds metals (r/o not full), 1pull= 25 yds plastics, and 0 pull=0 tons aluminum cans.

Customer Issues:

Personnel Update:

Regulatory Update:

Projects Report:
WWTP Project - Submitted, Notice of Intent to apply for fund to WTB. WTB application process has started, application closing date October 6, 2016.

Office Manager's Report

Administrative Update

Financial Reports
Office Manager Muldowney presented and reviewed financial reports for August 2016.

Regular Business Agenda

Board Member Reports: None

Discussion and Possible Action on letter to customers, Broadcast Irrigation.
Discussion took place regarding draft letter to customers about the Broadcast Irrigation System ordinance. One customer responded by email in regards to grandfathering existing irrigation systems.

Discussion and Possible Action on ALW&SD Procurement regulations, Specifically Section III-Purchasing Policies, paragraph 3.1 Certificates of Insurance. Update on Legal Review
Manager Edington presented the outcome from the legal review with the board. Discussion took place regarding Certificates of Insurance required to be held by contractors for hire. More research is being done

Public Comments: None

Board Comments: None

Announcement of next meeting
The next scheduled ALWSD Board Meeting will be conducted on Thursday, October 13, 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 Foreman made a motion to adjourn the meeting; the motion was seconded by Director Holmes and carried unanimously. Meeting adjourned at 10:46 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary

TM