Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting April, 2017

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Thursday, April 27, 2017 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: Secretary Parker, Treasurer Bishop, and Director Foreman were present. Chairman Knorr and Vice Chairman Holmes attended telephonically.

Pledge of Allegiance

Due to Chairman Knorr and Vice Chairman Holmes attending telephonically
Vice Chairman Holmes made a motion to appoint Secretary Parker to head the meeting the motion was seconded by Director Foreman and carried unanimously.

Approval of Minutes for March, 2017 Regular Board Meeting
Director Bishop made a motion to accept the minutes of the March 2017 regular Board Meeting. The motion was seconded by Director Holmes as amended and carried unanimously.

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

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

Director Holmes made a motion to approve the consent agenda; the motion was seconded by Director Knorr 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 March District Produced 10,072,700 gallons and we sold 9,179,833 gallons. Production VS Sold difference was 8.9% after leaks and flushing unaccounted for water 8.5%.

Number of active customers was up by 113, and consumption per active customer was up 582 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 March 2017 to include 7 pulls with 210 yds of Green Waste of which 92% was yard waste and 8% was forest waste, with collection of $425.86 in additional fees, 2 pulls with 16.1 tons of trash, 1 pull with 25 yds of cardboard, 0

pull with 0 yds paper, 1 pull with 30 yds of miscellaneous with the collection of $287.08 in additional fees, 0 pull = 0 yds metals, 0 pull= 0 tons ash, 0 pull=0 tons aluminum cans, and 0 pull= 0 yds plastics.

Customer Issues:

Personnel Update:

Regulatory Update:

Projects Report:

Office Manager's Report

Administrative Update

Financial Reports
Office Manager Muldowney presented and reviewed financial reports for March 2017.

Regular Business Agenda

Board Member Reports: None

Discussion and Possible action on FY2017 Preliminary Operational and Capital Budgets Budget Assumptions, Rate review
Discussion was held regarding FY2018 Preliminary Operational and Capital Budgets, Budget Assumptions, and Rates for FY2018 no action was taken at this time.

Discussion and Possible action on Well Repairs
District Manager Edington requested the board's approval to continue using current quotes from companies for Well repairs, Director Knorr made a motion to approve Manager Edington's request the motion was seconded by Director Holmes which carried unanimously.

Discussion and Possible action on FY 2019-2023 ICIP (Infrastructure Capital Improvement Plan)
Discussion was held regarding FY2019-2023 ICIP, no action was taken

Discussion and Possible action on Gordon Environmental Consulting contract for Solid Waste Convenience Station Permit renewal
Director Holmes made a motion to approve the expenditures to Gordon Environmental Consulting for Solid Waste Convenience Station Permit renewal; the motion was seconded by Director Foreman and carried unanimously.

Discussion and Possible action on SMA (Souder Miller & Associates) Engineering contracts (Work Plans) for Wastewater Treatment Plant, Leach Field, Monitoring Wells, and ALG&CC pond #18
Director Holmes made a motion appointing Chairman Knorr to review, approve, and sign all contracts that pertains to SMA (Work Plans) for Wastewater Treatment Plant, Leach Field, Monitoring Wells, And ALG&CC Pond #18, the motion was seconded by Director Bishop and carried unanimously.

Discussion and Possible action on RFPs for Auditing Services, Insurance, and Legal services
Director Bishop made a motion to approve publishing for RFPs the motion was seconded by Director Foreman and carried unanimously. Director Parker and Director Bishop have been appointed to the committee to review the Proposals received, along with Office Manager Muldowney.

Chairman Knorr has called for a Special Meeting to be held on May 3, 2017 to approve a proposal for Auditing services.

Closed Session for Discussion: Pursuant to the Open Meeting Act Sub-Sections 10-15-1 (H)(7) Pending or threatened legal action
Director Holmes made a motion to enter into closed session; the motion was seconded by Director Bishop Assistant Secretary Muldowney conducted a roll call vote Director Foreman Yes, Treasurer Bishop Yes, Secretary Parker Yes, Vice Chairman Holmes Yes, and Chairman Knorr Yes.

Director Holmes made a motion to end Closed Session the motion was seconded by Director Foreman which 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.

Discussion and Possible action on FY2018 Personnel Wages
Director Holmes made a motion to approve salary increases as discussed by the Board, the motion was seconded by Director Bishop and carried unanimously.

Public Comments: None

Announcement of next meeting
The next scheduled regular ALWSD Board Meeting will be conducted on Thursday, May 25, 2017; 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 Knorr made a motion to adjourn the meeting; the motion was seconded by Director Holmes and carried unanimously. Meeting adjourned at 10:28 am.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary

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