Alto Lakes Water & Sanitation District
Draft Minutes Regular Board Meeting March, 2017

Alto Lakes Water & Sanitation District held a Regular Board Meeting on **Wednesday, March 15, 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: Chairman Knorr, Secretary Parker, Treasurer Bishop, and Director Foreman were present. Vice Chairman Holmes was absent due to not being informed.

Pledge of Allegiance

Approval of Minutes for February, 2017 Regular Board Meeting
Director Foreman made a motion to accept the minutes of the February 2017 regular Board Meeting. The motion was seconded by Director Parker and carried unanimously.

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

Consent Agenda
1. **Expenditures:** Purchases/Payroll/Accounts Payable
2. **Approve Leak Credits-**There were none

Director Parker 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 February District Produced 3,976,800 gallons and we sold 3,075,649 gallons. Production VS Sold difference was 22% after leaks and flushing unaccounted for water 20%.

Number of active customers was down by 20, and consumption per active customer was down 550 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 February 2017 to include 4 pulls with 120 yds of Green Waste of which 75% was yard waste and 25% was forest waste, with collection of $319.66 in additional fees, 3 pulls with 24.2 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 $302.25 in additional fees, 1 pull = 30 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 February 2017.

Regular Business Agenda

Board Member Reports: None

Discussion on preliminary budget assumptions for FY2018
Discussion was held regarding preliminary budget assumptions for FY2018 no action was taken

Discussion and Possible action on Starting Personnel Salary guidelines, Annual guideline review
District Manager Edington presented the new suggested salary range guidelines Director Parker made a motion to accept the new Personnel Salary Guideline Ranges, the motion was seconded by Director Foreman and carried unanimously

Discussion and Possible action on Wastewater Project, and Presentation to ALG&CC
Chairman Knorr gave a review of the presentation that will be held at ALG&CC on Friday, March 17, 2017 regarding the Proposed Wastewater Project. Chairman Knorr, Secretary Parker, and District Manager Edington will be conducting the presentation at the club.

Public Comments: None

Announcement of next meeting
The next scheduled ALWSD Board Meeting will be conducted on Thursday, April 27, 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 Bishop made a motion to adjourn the meeting; the motion was seconded by Director Parker and carried unanimously. Meeting adjourned at 10:47 am.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary

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