Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting January, 2018

Alto Lakes Water & Sanitation District held a Regular Board Meeting on Thursday January 25, 2018 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 Office Manager Muldowney conducted roll call: Chairman Knorr, Vice-Chairman Holmes, Secretary Parker and Treasurer Webb were present. Director Foreman attended telephonically

Pledge of Allegiance

Approval of Minutes for December 2017 Regular Board Meeting

Director Holmes made a motion to accept the minutes of the December 2017 Board Meeting. The motion was seconded by Director Webb and carried unanimously.

Approval of Agenda Including Additions and Changes

Director Parker made a motion to approve the Agenda including additions and changes, the motion was seconded by Director Webb and carried unanimously.

Discussion and Possible Action Regarding Canvass and Certification of Board Election Conducted on January 9, 2018

Assistant Secretary Muldowney reviewed the 2018 ALW&SD Board Election results as follows:

Dan Knorr 17 Votes
Roy Webb 19 Votes

The election results had been canvassed by Lincoln County Magistrate Judge Vega, ALWSD Assistant Board Secretary Rachel Muldowney, and District Manager David Edington on Thursday, January 11, 2018.

Chairman Parker made the motion: "I move that, based on the count results and the certification of the canvassing board as presented, the results of the Alto Lakes Water & Sanitation District regular election held on January 9, 2018 are deemed official and the results published" The motion was seconded by Director Holmes and carried unanimously.

Swear in newly elected Board Members

Newly elected Board members Dan Knorr, and Roy Webb were sworn into office by Assistant Secretary Muldowney.

Elect Officers- **Bylaws require election of board officers following election or appointment of new board member**.

Director Parker made a motion that board members will remain in their prospective positions which are Chairman Knorr, Vice Chairman Holmes, Secretary Parker,

Treasurer Webb, and Director Foreman, the motion was seconded by Director Webb which carried unanimously.

Consent Agenda

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

Director Holmes made a motion to approve the consent agenda. Director Parker seconded the motion and carried unanimously.

Districts Managers Report

District Manager Edington reported that the system is currently operating well with all production goals being met for Domestic and Irrigation. For December, The District produced 7,286,800 gallons and we sold 5,591,450 gallons. Production vs Sold difference was 23.6% after leaks and flushing, unaccounted for water 15%

The number of active customers was up by 29, and consumption per active customer was up 680 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 December 2017 to include 9 pulls with 270 yards of Green Waste of which 82% was Yard Waste and 18% was Forest Waste with the collection of $0 in additional fees, 3 pulls with 23.2 tons of trash, 1 pull with 25 yards cardboard, 0 pulls with 0 yards paper, 1 pulls with 0 yards of miscellaneous with the collection in additional $257.91 in fees, 0 pull with 0 yards metals, and 0 pulls 0 tons aluminum cans, 0 pulls with 0 yards plastic.

Customer Issues:

Personnel Update:

Hired new field employee George Berryhill

Regulatory Update:

Project Reports:

Office Manager's Report

Administrative Update

Financial Reports

Office Manager Muldowney presented the Alto Lakes Water & Sanitation Districts Financial reports to the board for review.

Regular Business Agenda

Board Member Reports

Discussion and Possible Action on 2018 Annual Open Meeting Resolution 2018-05

Each calendar year the District is required by law to pass Open Meeting Act Resolution at the first board meeting of the calendar year. Resolution details requirements for meeting and outlines board duties. Resolution has been vetted by legal counsel and meets all requirements.

Director Holmes made a motion to approve the Annual Open Meeting Resolution 2018-05, Director Parker Seconded the motion.

Assistant Secretary Muldowney conducted a roll call vote- Director Foreman Yes, Secretary Parker Yes, Vice Chairman Holmes Yes, Chairman Knorr Yes, and Treasurer Webb Yes.

Discussion and Possible Action on proposed Lift-Station Deer Park Woods Unit 8; Scott Dickerson, Whirlwind Properties, Board previously approved water/sewer in November 2016 should County allow replat, project moving forward.

Director Holmes made a motion to approve Lift Station for Deer Park Woods Unit 8, providing Whirlwind Properties pay any fees that would apply. Director Parker seconded the motion which carried unanimously.

Closed Session for Discussion: Pursuant to the Open Meeting Act Sub-Sections 10-15-1(H)(7) Pending or threatened legal action, and 10-15-1(H)(8) Real Property Matters

Director Holmes made a motion to enter into closed session; the motion was seconded by Director Parker Assistant Secretary Muldowney conducted a roll call vote Chairman Knorr Yes, Vice Chairman Holmes Yes, Secretary Parker Yes, Treasurer Webb Yes, and Director Foreman Yes

Director Holmes made a motion to end Closed Session the motion was seconded by Director Parker. Assistant Secretary Muldowney conducted a roll call vote, Vice-Chairman Holmes Yes, Secretary Parker Yes, Chairman Knorr Yes, Treasurer Webb Yes, and Director Foreman Yes.

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 Reuse Agreement with ALG&CC

Discussion took place regarding Reuse Agreement with ALG&CC. Director Parker made a motion that Chairman Knorr and Vice Chairman Holmes be appointed to authorize and sign discussed reuse Agreement with ALG&CC the motion was seconded by Director Webb and carried unanimously.

Presentation of Fiscal Year 2017 (July 1, 2016 to June 30, 2016) Audit Results by Debbie Gray (Kriegel/Gray/Shaw & Co. P.C.) / District Staff

Debbie Gray presented the Fiscal year 2017 Audit results to the Board. There were no findings

Discussion and Possible action on FY2017 Audit

Director Holmes made a motion to accept the FY2017 Audit results the motion was seconded by Director Webb and carried unanimously.

Public Comments

Announcement of next meeting

The next scheduled ALWSD Board Meeting will be conducted on Thursday, February 22, 2018; 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. Director Parker seconded the motion which carried unanimously. Meeting adjourned at 1:03 p.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary