

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

Alto Lakes Water & Sanitation District held a Regular Board Meeting on Thursday April 26, 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, Treasurer Webb and Director Foreman were present. Secretary Parker was absent.

**Pledge of Allegiance**

**Approval of Minutes for March 2018 Regular Board Meeting**

Director Holmes made a motion to accept the minutes of the March 2018 Board Meeting as amended. The motion was seconded by Director Webb and carried unanimously.

**Approval of Agenda Including Additions and Changes**

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

**Consent Agenda**

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

Director Holmes made a motion to approve the consent agenda. Director Webb 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 March, The District produced 5,587,000 gallons and we sold 3,980,579 gallons. Production vs Sold difference was 28% after leaks and flushing, unaccounted for water 19%

The number of active customers was down by 39, and consumption per active customer was down 401 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 2018 to include 9 pulls with 270 yards of Green Waste of which 73.56% was Yard Waste and 26.44% was Forest Waste with the collection of \$148.06 in

additional fees, 3 pulls with 25.29 tons of trash, 1 pull with 25 yards cardboard, 0 pulls with 0 yards paper, 1 pull with 30 yards of miscellaneous with the collection in additional \$490.49 in fees, 0 pull with 0 yards metals, and 0 pulls 0 tons aluminum cans, 0 pull with 0 yards plastic.

**Customer Issues:**

**Personnel Update:**

**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.

Office Manager Muldowney also presented the board with the findings of cost and possibility of email billing and credit card processing. Board requested further research be done.

**Regular Business Agenda**

**Board Member Reports**

**Request/Complaint presentation Mr. & Mrs. Mowdy; 227 Deer Creek Road**

The residents were unable to attend this board meeting, The Board decided to table this item until next scheduled meeting.

**Board Member Reports**

**Discussion and Possible action on Employment Confirmation Recommendation**

**George Berryhill**

Director Holmes made a motion to accept the recommendation of District Manager Edington to confirm George Berryhill as a full-time employee of Alto Lakes Water and Sanitation District, the motion was seconded by Director Webb and carried unanimously.

**Discussion and Possible action FY2019 Preliminary Operational and Capital Budgets, Budget assumptions, Rate review**

District Manager Edington presented the FY2019 Preliminary Operational and Capital Budget to the board for review.

**Discussion and Possible action on Well Repairs, Approval of Expenditure Wells E1 and S6 repairs**

Discussion took place regarding well repairs and expenditures. Director Foreman made a motion to accept the repairs and expenditures on Well E1 the motion was seconded by Director Holmes which carried unanimously.

Director Holmes made a motion to accept the expenditures for Well S6 repairs not to exceed \$30,000, the motion was seconded by Director Foreman and carried unanimously

**Discussion and Possible action on FY2020-2024ICIP (Infrastructure Capital Improvement Plan)**

Discussion was held regarding FY2020-2024ICIP Director Holmes suggested Manager Edington research what improvements are needed next.

**Discussion and Possible action on Inlet Structure Pond #18 payment authorization**

Director Holmes made a motion to approve the Inlet Structure Pond #18 payment. The motion was seconded by Director Foreman which carried unanimously.

**Discussion and Possible action on Leach Field Upgrade Payment Authorization**

Director Holmes made a motion approve the Leach Field Upgrade Payment. The motion was seconded by Director Webb.

**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) Limited Personnel Matters**

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

Director Holmes made a motion to end Closed Session the motion was seconded by Director Foreman. Assistant Secretary Muldowney conducted a roll call vote, Vice-Chairman Holmes Yes, Chairman Knorr Yes, Director Foreman Yes, and Treasurer Webb 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 FY2019 Personnel Wages.**

Director Holmes made a motion to approve recommendations for Personnel Wages as amended by the board Director Foreman seconded the motion which carried unanimously.

**Discussion and possible action on May 2018 Board Meeting Date; Board members have stated conflict with regular date (May 24)**

Director Holmes made a motion to have the board meeting on May 30, 2018 and to approve the aforementioned Preliminary Budget as amended. The motion was seconded by Director Foreman and carried unanimously.

**Announcement of next meeting**

The next scheduled ALWSD Board Meeting will be conducted on Wednesday May 30, 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 Webb seconded the motion which carried unanimously. Meeting adjourned at 12:09 p.m.

Submitted by:

Rachel Muldowney

District Board Assistant Secretary