

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

Alto Lakes Water & Sanitation District held a Regular Board Meeting on Thursday June 28, 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, Treasurer Webb and Director Foreman were present.

**Pledge of Allegiance**

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

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

**Approval of Agenda Including Additions and Changes**

Director Holmes made a motion to approve the Agenda including changes, the motion was seconded by Director Parker and carried unanimously. Discussion and possible action on Payment Request by Club was moved up after Public Hearing on Agenda.

**Public Hearing on Resolution 2018-06 for annual rate adjustments**

Director Foreman made a motion to open the Public Hearing on Resolution 2018-06 for annual rate adjustments, the motion was seconded by Director Parker which carried unanimously. No one from the public had any comments regarding Resolution 2018-06

Director Holmes made a motion to Close the Public Hearing, the motion was seconded by Director Webb and carried unanimously.

**Discussion and Possible action on RESOLUTION 2018-06, A RESOLUTION AMENDING RATES, TOLLS, AND FEES OF THE ALTO LAKES WATER & SANITATION DISTRICT**

Discussion was held regarding Resolution 2018-06. Director Holmes made a motion to accept Resolution 2018-06, a Resolution amending rates, tolls, and fees of the Alto Lakes Water & Sanitation District, the motion was seconded by Director Webb. Office Manager Muldowney conducted a roll call vote

Director Foreman Yes, Treasurer Webb Yes, Secretary Parker Yes, Vice Chairman Holmes Yes, and Chairman Knorr Yes.

**Discussion and Possible Action on Payment Request by Club-For District's share of pond #18 lining as per Reclaimed Wastewater Reuse Agreement 2018; Approval of Loan to Club for; Club's share of pond #18 lining as per Reclaimed Wastewater Reuse Agreement 2018**

Joe Lasiter attended board meeting on behalf of Alto Lakes Golf & Country Club. Discussion was held regarding Club's Request.

Director Holmes made a motion to agree that all of the prerequisites listed under Section 8.3 District Funding Amount Prerequisites of the Reclaimed Wastewater Reuse Agreement 2018 have been satisfied, the motion was seconded by Director Webb which carried unanimously.

Director Holmes also made a motion to approve reimbursement to the Club for the District's share of the #18 pond lining cost in the amount of \$173,365.97, the motion was seconded by Director Parker.

Office manager Muldowney conducted a roll call vote.

Secretary Parker Yes, Vice Chairman Holmes Yes, Treasurer Webb Yes, Chairman Knorr Yes, and Director Foreman Yes.

Director Holmes then made a motion to approve the loan to Alto Lakes Golf and Country Club in the amount \$175,786.76 upon receipt of signed loan documentation, the motion was seconded by Director Parker.

Office Manager Muldowney conducted a roll call vote

Treasurer Webb Yes, Director Foreman Yes, Vice Chairman Holmes Yes, Chairman Knorr Yes, and Secretary Parker Yes.

### **Consent Agenda**

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

Director Holmes made a motion to approve the consent agenda as amended, 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 May, The District produced 24,723,800 gallons and we sold 21,653,900 gallons. Production vs Sold difference was 12.40% after leaks and flushing, unaccounted for water 4%

The number of active customers was up by 256, and consumption per active customer was up 1338 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 May 2018 to include 12 pulls with 360 yards of Green Waste of which 65.9% was Yard Waste and 34.1% was Forest Waste with the collection of \$0 in additional fees, 2 pulls with 15 tons of trash, 2 pull with 50 yards cardboard, 1 pulls with 25 yards paper, 1 pull with 30 yards of miscellaneous with the collection in additional

\$186.72 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 final findings of cost and possibility of email billing and credit card processing. The Board has directed Office Manager Muldowney to move forward towards offering this convenience to the District's customers.

**Regular Business Agenda.**

**Board Member Reports**

**Discussion and Possible action on FY2019 Operating and Capital Budgets; Motion for notice of public hearing in July, on Final Budgets.**

Director Holmes made a motion to approve the scheduling and notice of public hearing in July for FY 2019 Operating and Capital Budgets The motion was seconded by Director Webb and carried unanimously.

**Discussion and Possible action on RFP Insurance submittal; review committee recommendation.**

Director Holmes and Office Manager Muldowney reviewed the Insurance RFP submissions and recommended the Board accept RFP for Insurance Submitted by High Country Agency.

Director Parker made a motion to accept High Country's RFP submittal and authorize any contractual obligations if necessary, the motion was seconded by Director Webb and carried unanimously.

**Discussion and Possible action on 2020-2024 ICIP Resolution; Review, Motion to Pass ICIP resolution; Motion to authorize submission of 2020-2024 ICIP**

The Board reviewed the ICIP presented by District Manager Edington Director Holmes made a motion to pass and authorize submission of 2020-2024 ICIP to the State, the motion was seconded by Director Parker and carried unanimously.

**Announcement of next meeting**

The next scheduled ALWSD Board Meeting will be conducted on Thursday July 26, 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 Parker made a motion to adjourn the meeting. Director Webb seconded the motion which carried unanimously. Meeting adjourned at 10:45 a.m.

Submitted by:

Rachel Muldowney

District Board Assistant Secretary