Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting March, 2019

Alto Lakes Water & Sanitation District held a Regular Board Meeting on Thursday March 28, 2019 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 Rachel 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 February 2019 Regular Board Meeting

Director Webb made a motion to accept the minutes of the February 2019 Board Meeting. The motion was seconded by Director Parker and carried unanimously.

Approval of Agenda Including Additions and Changes

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

Consent Agenda

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

Director Holmes made a motion to approve the consent agenda with correction, Director Parker seconded the motion which 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 February, The District produced 3,443,800 gallons and we sold 2,362,530 gallons. For February 2019. Production vs Sold difference was 31.4% after leaks and flushing, unaccounted for water 0%

The number of active customers was down by 7 and consumption per active customer was up 114 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 2019 to include 5 pulls with 150 yards of Green Waste of which 73.46% was Yard Waste and 26.54% was Forest Waste with the collection of $46.17 in additional fees, 3 pulls with 22.3 tons of trash, 2 pull with 50 yards cardboard, 0 pulls with 0 yards paper, 1 pull with 30 yards of miscellaneous with the collection

in additional $235.73 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.

Presentation of Fiscal Year 2019 (July 1,2017 to June 30, 2018) Audit Results

Office Manager Muldowney presented the Fiscal year 2018 Audit Results to the Board. Director Holmes made a motion to accept and make public the Audit results, the motion was seconded by Director Parker and carried unanimously.

Regular Business Agenda.

Board Member Reports

Discussion and Possible Action on Wastewater Plant Upgrade. Approval of pay-request #1 File Construction. (Next pay submittal conference scheduled April 17, 2019)

Director Holmes made a motion to approve the pay-request for #1 File Construction, the motion was seconded by Director Webb and carried unanimously.

Discussion and Possible Action on Employee Longevity and Service Award Policy

Discussion was held about an employee longevity and award service policy; however, no action was taken at this time.

Discussion and Possible Action on merit pay increase for Joey "Joe" Saiz.

Director Webb made a motion to accept the recommended merit pay increase for Joey "Joe" Saiz, the motion was seconded by Director Holmes which carried unanimously.

Discussion and Possible Action on results and recommendations from Board Capital Expenditure Workshop held on March 22, 2019

Discussion took place regarding the workshop, no action at this time.

Discussion and Possible Action on Starting Personnel Salary guidelines, Annual guideline review

Director Parker made a motion to accept the Starting Salary guidelines as District manager Edington presented, the motion was seconded by Director Webb and carried unanimously.

Discussion on preliminary budget assumptions for FY2020; factors to be considered

Discussion was held on preliminary budget assumptions and the factors to consider, no action at this time.

Announcement of next meeting

The next scheduled ALWSD Board Meeting will be conducted on Friday, May 3, 2019; 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 Foreman made a motion to adjourn the meeting. Director Holmes seconded the motion which carried unanimously. Meeting adjourned at 11:12 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary