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

Alto Lakes Water & Sanitation District held a Regular Board Meeting on Thursday October 24, 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 September 2019 Regular Board Meeting

Director Holmes made a motion to accept the minutes of the September 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 with additions and changes the motion was seconded by Director Foreman and carried unanimously.

Consent Agenda

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

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 September, The District produced 11,660,100 gallons and we sold 9,579,529 gallons. For September 2019 Production vs Sold difference was 17.8%.

The number of active customers was down by 103 and consumption per active customer was up by 172 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 September 2019 to include 4 pulls with 120 yards of Green Waste of which 60.9% was Yard Waste and 39.1% was Forest Waste with the collection of $0 in additional fees, 3 pulls with 20.52 tons of trash, 1 pull with 25 yards cardboard, 0 pulls with 0 yards paper, 2 pull with 60 yards of miscellaneous with the collection in additional $805.23 in fees, 0 pull with 0 yards metals, and 0 pulls 0 tons aluminum cans, 1 pull with 25 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.
Regular Business Agenda.
Board Member Reports
Discussion and Possible Action on Wastewater Plant Upgrade. Approval of pay-request #6 File Construction
Director Holmes made a motion to approve the pay-request #6 for File Construction upon substantial completion to be determined by District Manager Edington and Chairman Knorr the motion was seconded by Director Webb and carried unanimously.
Discussion and Possible Action on Change Order #4 Wastewater Plant Upgrade
Director Holmes made a motion to accept and sign Change Orders #4 and #5, the motion was seconded by Director Webb and carried unanimously.
Discussion and Possible Action on approval of payment to Jack Johnson for fire hydrant relocation at Club, authorization to submit request for reimbursement of payment to Club.
Director Webb made a motion to approve payment to Jack Johnson for the relocation of the fire hydrant, and to submit request for reimbursement from the Club, the motion was seconded by Director Parker and carried unanimously
Discussion and Possible Action on Capital Outlay Projects request for funding
Speaker did not show
Closed Session for Discussion: Pursuant to the Open Meeting Act Sub-Sections 10-15-1(H)(8) Real Property and Water Rights
Director Holmes made a motion to enter into closed session; the motion was seconded by Director Foreman. Office Manager Muldowney conducted a roll call vote Director Foreman Yes, Treasurer Webb Yes, Vice Chair Holmes Yes, Secretary Parker Yes, and Chairman Knorr Yes.
Director Holmes made a motion to end Closed Session, the motion was seconded by Director Webb. Office Manager Muldowney conducted a roll call vote, Chairman Knorr Yes, Vice-Chairman Holmes Yes, Secretary Parker 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 Real Property and Water Rights

Discussion and Possible action on Real Property Purchase

Director Holmes made a motion to approve a formal real estate appraisal of Real Property, the motion was seconded by Director Webb and carried unanimously

Discussion and Possible action on rescheduling of November Board meeting

The Board discussed when the best date for the November meeting would be and decided the November and December Board meetings will be December 17, 2019 at 10:30 am

Closed Session for Discussion: Pursuant to the Open Meeting Act Sub-Sections 10-15-1(H)(8) Real Property and Water Rights

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

Director Holmes made a motion to end Closed Session, the motion was seconded by Director Webb. Office Manager Muldowney conducted a roll call vote, Chairman Knorr Yes, Vice-Chairman Holmes Yes, Treasurer Webb Yes, Secretary Parker 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 Real Property and Water Rights

Board Member Reports

Announcement of next meeting

The next scheduled ALWSD Board Meeting will be conducted on Tuesday, December 17, 2019; to be held at the District Office located at 214 Lake Shore Drive, Alto, NM. The meeting will begin at 10:30 a.m. in the District Office conference room.

Adjournment

Director Holmes made a motion to adjourn the meeting. Director Foreman seconded the motion which carried unanimously. Meeting adjourned at 11:09 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary