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

Alto Lakes Water & Sanitation District held a Regular Board Meeting on Tuesday December 17, 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 10:30 AM and Office Manager Rachel 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 October 2019 Regular Board Meeting

Director Webb made a motion to accept the minutes of the October 2019 Board Meeting, the motion was seconded by Director Holmes and carried unanimously.

Approval of Agenda

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

Consent Agenda

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

Director Holmes made a motion to approve the 9 October leak credits, the motion was seconded by director Parker and carried unanimously.

Then Director Webb made a motion to disapprove the consideration items because they did not meet requirements of leak credit, the motion was seconded by Director Parker and carried unanimously.

Director Holmes made a motion to approve one November leak credit and to table the other 3 till all requirements are met, the motion was seconded by Director Parker 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 October and November, The District produced 17,591,400 gallons and we sold 13,850,417 gallons. For October and November 2019 Production vs Sold difference was 21.3%.

The number of active customers was down by 297 and consumption per active customer was Down by 691 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 October 2019 to include 5 pulls with 150 yards of Green Waste of which 81.6% was Yard Waste and 18.4% was Forest Waste with the collection of $0 in additional fees, 2 pulls with 15.8 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 $690.86 in fees, 0 pull with 0 yards metals, and 0 pulls 0 tons aluminum cans, 0 pull with 0 yards plastic.

Manager Edington presented solid waste pull statistics by Sierra Contracting for November 2019 to include 10 pulls with 300 yards of Green Waste of which 93.1% was Yard Waste and 6.9% was Forest Waste with the collection of $0 in additional fees, 4 pulls with 29.6 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 $722.37 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 Change Order #6 Wastewater Plant Upgrade

Director Holmes made a motion to accept and sign Change Order #6, the motion was seconded by Director Webb and carried unanimously.

Discussion and Possible Action on Wastewater Plant Upgrade. Approval of pay-request #7 File Construction

Director Webb made a motion to approve the pay-request #7 for File Construction, the motion was seconded by Director Holmes and carried unanimously.

Discussion and Possible Action on Amendment #2 to Sierra Contracting Contract, dated December 16, 2016 (Contractual CPI fee increase).

Director Holmes made a motion to accept Amendment #2 to Sierra Contracting Contract the contractual CPI fee increase, the motion was seconded by Director Parker and carried unanimously.

Discussion and Possible Action on Referendum 2019 results, approval of letter to customers.

Director Webb made a motion to approve the Referendum 2019 result letter to customers, the motion was seconded by Director Holmes and carried unanimously.

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 Director Foreman Yes, Treasurer Webb Yes, Chairman Knorr Yes, Vice Chair Holmes 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, Treasurer Webb Yes, Secretary Parker Yes, Vice-Chairman Holmes Yes, Chairman Knorr 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

No action was taken at this time.

Discussion and Possible action on Employee compensation for additional duties

Director Holmes made a motion to approve Employee compensation for additional duties the motion was seconded by Director Parker and carried unanimously.

Board Member Reports

Announcement of next meeting

The next scheduled ALWSD Board Meeting will be conducted on Thursday, January 23, 2020, 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 12:22 p.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary